



Pye Green Community Centre Committee Meeting

Tuesday 11th June 2024 at 7pm

Meeting held at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

Present:

Cllr Garry Samuels (Chair)
Cllr Sheila Cartwright
Cllr Ron Turville
Cllr Debbie Cartwright

In attendance from Hednesford Town Council:

Lindsey Smith - Chief Officer

Members of the Public:

There was 3 members of the public present

1. Apologies:

Cllr Laura Harrison – medical appointment
Cllr Paul Jones – work

2. Declaration of Interest

No declarations received

3. Previous Minutes

Previous minutes from the PGCC Committee meeting held on 19th March 2024 were resolved pending amendment of year from 2024 to 2024

Proposed: Cllr S Cartwright
Second: Cllr D Cartwright
Agreed: 3
Against: 0
Abstain: Cllr G Samuels

4. Public Participation

No issues raised from members of the public

5. Constitution of Committee

a. Cllr R Turville was put forward for Deputy Chair of PGCC Committee

Proposed: Cllr S Cartwright

Second: Cllr D Cartwright

Agreed: 4

Against: 0

Abstain: 0

Action: Cllr R Turville elected as Deputy Chair of PGCC Committee

b. Chief Officer advised that the Committee Delegations have been resolved by full council with PGCC committee meetings taking place bi-monthly

Dates were confirmed for 7pm on:

13th August 2024

8th October 2024

10th December 2024

11th February 2025

8th April 2025

c. Confirmed that Committee Delegations have been resolved by full council

5. Operational/Maintenance Update

a. Booking Review – Chief Officer gave an update on the latest bookings at the community centre

b. Review of terms and conditions - Chief Officer shared proposed amendments to the terms and conditions following a few incidents where alcohol was brought onto the premises against the terms and conditions and hirers did not adhere to the agreed finish times. Amendments increase the penalty charges and clearly state deposits will be withheld for the consumption of alcohol on premises unless the bar forms part of the booking. Terms and conditions also clearly state that no food can be cooked or prepared on site

Chief Officer requested a decision from committee regarding the return of a deposit to a hirer who clearly breached the terms and conditions by bringing their own alcohol onto site. Following a discussion it was felt that the deposit needed to be returned as although the terms and conditions clearly stated that no alcohol was to be brought onto site the terms for non-return of deposit did not list this.

Proposed: Cllr G Samuels

Second: Cllr S Cartwright

Agreed: 4

Against: 0

Abstain: 0

Action: All amendments to terms and conditions agreed and are to come into immediate effect. Deposit is to be returned to the hirer who breached the no alcohol condition

- c. Roof – Chief Officer updated Committee on the decision from full council to instruct T Newman to address the ongoing issues with the roof
- d. Storage Lock up – Chief Officer updated on the progress with the relocation of the items in the lock ups
- e. Heating – Chief Officer updated on the progress with the heating system. The system is due for sign off on 20th or 27th June 2024 – exact date tbc
- f. Damage to car park wall – Chief Officer shared images of the damage to the retaining car park wall at PGCC . Damage has become significantly worse over the past 3 months. It is the result of hirers reversing into the slabs.

A discussion took place about alternatives and costs. The Chief Officer was concerned that there is no budget for any new infrastructure and that any major changes will need to be factored into the 2025/2026 budget

Due to the H&S risk it was decided to replace the damage slabs with like for like and to bring the issue back to next committee meeting for further discussion

Propose: Cllr G Samuels
Second: Cllr R Turville
For: 4
Against: 0
Abstain: 0

Action: Officers to arrange purchase and replacement of broken retaining slabs as soon as possible

- g. Panic Alarm – Chief Officer advised that the company were unable to attend for a demonstration and shared images of what the system would look like and asked committee for further direction

Cllrs discussed and agreed that safety of Officers especially when lone working was paramount

Proposed: Cllr S Cartwright
Second: Cllr R Turville
For: 4
Against: 0
Abstain: 0

Action – Officers to instruct alarm company to supply and install panic alarm system as soon as possible

- h. Insurance Nye Bevan Desk – Chief Officer updated committee on the decision from full council to retain the desk and to seek quotes for antiquity insurance to take back to full council
- i. Disabled Car Parking Bays – Chief Officer informed that the disabled bays at PGCC are not compliant. A discussion took place about the locations of where these should be and it was agreed 2 at the front of the centre and 2 at the rear of the centre

Proposed: Cllr G Samuels
Second: Cllr D Cartwright
Agreed: 4
Against: 0
Abstain: 0

Action: Officers to confirm compliant measurements and schedule time to reallocate and paint the disabled car parking bays

- j. PGCC Website – Chief Officer showed PGCC page on the new HTC website to Committee and requested any feedback and requirements for inclusion. Committee advised they are happy for Chief Officer to action this
- k. Signal Booster MR1 - Chief Officer advised that there are connectivity issues in MR1 and MR2 as well as on the reception desk. IT company have advised that a booster in MR1 should alleviate the issues

Proposed: Cllr G Samuels
Second: Cllr R Turville
Agreed: 4
Against: 0
Abstain: 0

Action – Officers to action supply and installation of signal booster to MR1

7. Community Officer Update

Chief Officer provided an update on behalf of the Community Officer

8. Events

- a. In the absence of Cllr Harrison and Cllr Jones Cllr Samuels gave an update. Things are progressing slowly and a discussion followed about what is outstanding

Action: Cllr S Cartwright to gain a price for the fish and chips so that ticket prices can be discussed

- b. Chief Officer updated on the Dementia UK event taking place on 23rd July 2024 at the community centre – An Evening with Dennis Mortimer

9. Date and Time of next meeting

Tuesday 13th August 2024 at 7pm

Meeting closed at 8pm

Signed (Chair of PGCC Committee):

Date:

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