

Minutes of the meeting of the **PREMISES COMMITTEE** held on **Monday 9th March 2015 at 7.45pm** in the **Pump Rooms, off Teme Street**, Tenbury Wells.

PRESENT: Cllr E. Weston (Chairman), Cllr M. Drummond, Cllr E. Hudson, Cllr D. Ingram, Cllr J. Morgan

IN ATTENDANCE: Town Clerk, The Mayor

APOLOGIES: Cllr J. Watson

6.1 Apologies. To consider the acceptance of apologies for absence from Councillors

Apologies had been received from Cllr Watson

RESOLVED that apologies and their reasons be accepted

6.2 Declarations of Interest

None

6.3 Public Participation

None

6.4 To approve as a true and accurate record the resolutions and Minutes of the Premises Committee meeting held on 12th January 2015.

The Minutes of the previous meeting held on 12th January 2015 were approved and signed by the Chairman as a true and correct record of proceedings.

6.5 To review Actuals v. Budget to date

Members reviewed their budget to date and felt it was on target. (Appendix A)

RESOLVED that the budget position be accepted

6.6 Premises Reports

- Regal –The Clerk confirmed that all remaining HLF project snagging works had now been completed by the main contractor and signed off by the architect. The final retention had therefore been paid. Some issues had been raised by the Regal Tenbury Trust regarding draughts in the auditorium when the wind was strong. This had led to some audience dissatisfaction in the colder winter months. Possible solutions were being investigated.
- Pavilion – Cllr Drummond – the building looks tired and definitely needs replacing
- Changing Rooms – Cllr Ingram – water at base of boiler needs investigation. Ceiling works were to be done in the coming week. The changing rooms are being kept relatively tidy all things considered.
- Pump Rooms - Cllr Morgan – Areas still need painting. This will be done when the gates are completed.

6.7 To consider concerns regarding trip hazards in the paving outside of the Community Centre doors in Church Walk

Reported by Cllr Bowkett at Full Council. This had not been reported to the Regal Tenbury Trust management but there was an area of loose concrete at the base of the small ramp which might form a trip hazard. Clerk to liaise with the Regal Trust to get quotations for this area to be patched.

6.8 To be updated on progress with Pavilion and Changing Room improvement projects.

Pavilion & Civic Garden – design brief was now being drawn up for proposals to be done. A topographic survey of the area had been completed. Teme Tenbury had committed funds toward garden design to surround new building and a sculpture to be sited in the new garden. Changing Rooms – awaiting a follow-up meeting with Tenbury Community Pool now that they have Freedom Leisure running the facility. It was still early days and much work was to be carried out on the pool in the next few months.

6.9 Correspondence for Information

None

6.10 Councillors' reports and items for future agenda

None

Meeting Closed at 8:28 pm

Signed

Dated

PREMISES										PREMISES					
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget 23/02/15		Carried over From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	PROJECTED TO END OF YEAR	% of Budget Reached TO DATE	Current Balance Unspent	INCOME	ORIGINAL BUDGET	ACTUAL	PROJECTED TO END OF YEAR	% of Budget Reached TO DATE	Balance Unreceived
	2014-15	2014-15	Difference	2014-15	2014-15	Feb-15	Mar-15				2014-15	Feb-15	Mar-15		
Pump Rooms										Pump Rooms					
Gas	1500	1250	-250.00		1250	552.36	1,207.36	97%	42.64	Bookings	4000	3504.4	3819.4	95%	180.6
Electricity	1500	1000	-500.00		1000	619.87	909.87	91%	90.13						
Water	200	100	-100.00		100				100.00						
Rates	3100	3100			3100	3,014.40	3,014.40	97%	85.60						
Building Maintenance	2000	3450	1450.00		3450	2,134.81	3,434.81	100%	15.19						
Fire Extinguishers/Alarm	400	260	-140.00		260	256.54	256.54	99%	3.46						
Electrical Maintenance/Checks	200	335	135.00		335	314.66	314.66	94%	20.34						
Boiler Maintenance	200	365	165.00		365	115.00	365.00	100%							
Cleaning Materials/Disposables	50	50			50	21.22	21.22	42%	28.78						
Wedding License	500	500			500	500.00	500.00	100%							
Project Reserves	4000	4000			4000	4,000.00	4,000.00	100%							
Pump Rooms	13650	14410	760		14410	11,528.86	14,023.86	97%	386.14		4,000.00	3504.4	3819.4	95%	180.6
Regal										Regal & C.Centre					
Building Maintenance	2500	2500			2500	1,510.38	1,910.38	76%	589.62						
Project Reserves	4000	4000			4000	4,000.00	4,000.00	100%		Rent	4400	3,303.00	3,670.00	83%	730.00
RTT Grant Donation	10000	10000			10000	10,000.00	10,000.00	100%							
Regal	16500	16500			16500	15510.38	15910.38	96%	589.62		4400	3,303.00	3,670.00	83%	730.00
Pavilion & Groundsmans Shed															
Electricity	1100	900	-200.00		900	506.44	856.44	95%	43.56						
Water	200	100	-100.00		100	92.26	92.26	92%	7.74						
Rates	400	330	-70.00		330	329.70	329.70	100%	0.30						
Building Maintenance	500	100	-400.00		100				100.00						
Electrical Maintenance	500	250	-250.00		250	234.00	234.00	94%	16.00						
Pavilion Roof Maintenance	500	50	-450.00		50				50.00						
Project Reserves	2000	2000			2000	2,000.00	2,000.00	100%							
Pavilion & Shed	5200	3730	-1470		3730	3,162.40	3,512.40	94%	217.60		-				
Changing Rooms															
Electricity	550	550			550	308.98	398.98	73%	151.02	Changing Rooms Meter	400	91.00	91.00	23%	309.00
Water	200	200			200	115.63	115.63	58%	84.37						
Building Maintenance	500	500			500	22.34	222.34	44%	277.66						
Electrical Maintenance	500	500			500	49.50	49.50	10%	450.50						
Project Reserves	1000	1000			1000	1,000.00									
Changing Rooms	2750	2750			2750	2282.9	786.45	29%	963.55		400				309.00
	38100	37390	-710.00		37390	32484.54	34233.09	92%	2,156.91						
Contingency Fund	1000	1000			1000				1,000.00						
PREMISES TOTAL	39100	38390	-710.00		38390	32484.54	34233.09	89%	4156.91	PREMISES TOTAL	8800	6898.4	7580.4	86%	1219.6