

HORDEN PARISH COUNCIL
Social Welfare Centre Sub-Committee
Minutes of Meeting held 18th June 2009

Chairman: Councillor G Jones.
Present: Councillors W Hill, D Maddison, M Robinson, J White.
Staff: G Crute Assistant Clerk, G Rowe Admin & Finance Officer, J Rudkin SWC Supervisor, A Atchinson SWC Assistant Caretaker.

Also Present: T Milward, Mechanics Social Club.

SWC 09/10 009 **Apologies for Absence.**
Councillors M Clark and E Connor.

SWC 09/10 010 **Minutes of the Meeting held 21st May 2009.**
RECOMMENDED: The Minutes previously confirmed at the Parish Council Meeting held 4th June 2009 be confirmed as a true record to be signed by the Chairman.

SWC 09/10 011 **Matters Arising.**

SWC 08/09 086	<u>SWC Car Park</u> Still no response from Holystone.
----------------------	---

SWC 08/09 087	<u>Noise Limitation</u> A sound engineer will be attending next week to look at the equipment.
----------------------	--

SWC 09/10 007	<u>Bar Increases</u> Bar Increases have been applied.
----------------------	---

SWC 09/10 012 **Financial Situation.**
The Assistant Clerk updated Members on the financial situation.
RECOMMENDED: The information be NOTED.


SWC 09/10 013 **Hall Bookings.**
Report previously circulated.
RECOMMENDED: The information be NOTED.

SWC 09/10 014 **Horden Parish Council Newsletter.**
Members discussed the possibility of delivering newsletters to households in Horden and to use advertising of local businesses in the newsletter to cover the additional costs. The Assistant Clerk suggested a 'Members Spot' where each individual Councillor feature where they answer a number of set questions so members of the public could get a better idea of who does what and is on what committee.

Cllr M Robinson suggested a timetable of regular users be featured as a way of advertising for the groups.

RECOMMENDED:
That articles for the July 2009 Newsletter include a piece on the Teddy Bears Picnic, the Chairman's article, a summary of the Annual Report, a review of the Mister Sister function, a timetable of regular bookings and a 'Members Spot' be included providing there was enough space.

SWC 09/10 015 **Lounge Ceiling.**
The Assistant Caretaker advised Members that the ceiling tiles in the Lounge are lifting and on looking into their replacement he discovered the tiles had been discontinued. He further advised Members that if the tiles were not replaced this could pose a health & safety risk where a tile could fall and hit someone.
RECOMMENDED: That 3 quotations are obtained for the July Social Welfare Centre Meeting.



- SWC 09/10
016** **Electric Distribution Boards.**
The Assistant Caretaker advised Members that the current boards have no RC Trips and that if a fault occurred it could be a potential fire risk.
RECOMMENDED: That due to the nature of the work 3 sealed quotations are obtained and opened by Councillors G Jones and J White on Friday 26th June at 12 noon and the works to be carried out as soon as practicable.
- SWC 09/10
017** **DCC Community and Facilities Services Survey.**
Previously circulated. The Assistant Clerk advised Members that the details of the survey will be entered onto the Durham County Council database where they can view potential venues for bookings.
RECOMMENDED: To complete and return the survey.
- SWC 09/10
018** **Horden Regeneration Partnership Heritage Display.**
The Assistant Clerk advised Members that that the Partnership are still looking to use the room for the display and that they have been advised that the room is now used by the Rainbow Guides.
RECOMMENDED: The information be NOTED.
- SWC 09/10
019** **Weight Watchers.**
Letter previously circulated. The Assistant Caretaker advised Members that the group were looking to use an alternative venue as they cannot currently use the centre when it is closed on a Bank Holiday Monday.
RECOMMENDED: That a letter be sent to advise that as we try to be flexible as possible for users if the centre we are willing to open the centre for the group but on the condition that the room hire charge is doubled to cover the extra wage costs as the member of staff will be paid double time.
- SWC 09/10
020** **Food Safety in Catering Award.**
The Assistant Clerk advised Members that herself, the SWC Supervisor, Debbie Rothesay the SWC Barmaid and Cllr E Wood had all successfully passed their Level 2 Award. She further advised Members that she has spoken to Durham County Council about a licence to prepare and sell foods and that someone is coming to give us some further information next week but all being well the SWC Supervisor would like to trial selling sandwiches behind the bar and catering for smaller bookings if requested.

Cllr M Robinson wished to thank the staff for participating in the course.
RECOMMENDED: The information be NOTED.
- SWC 09/10
021** **Issues Raised by Users.**
There were no issues raised.

