

**Minutes of the Community Hub Management Committee  
(a Sub committee of Carbrooke Parish Council)  
held online on 9<sup>th</sup> June 2021**

**Present:** P Sampher (Chair) V Colley, H Crane, G Long, J Rees, D Walton, M Wormall. In attendance: N Hartley (parish clerk)

### **1. Public Participation**

There were no members of the public present.

### **2. Apologies**

Apologies were received from Shaun Cockman and Pat Warwick.

### **3. Minutes**

It was **RESOLVED** to approve the minutes of the meeting held on 12 May 2021 as a true and accurate record.

### **4. Matters Arising**

Interest in hiring the building has been expressed from a number of potential hirers. Veronica Colley said she is interested in establishing a hard of hearing group in the Hub.

### **5. Purchase of Tables and Chairs**

Phil Sampher had obtained costs for 55 chairs, seven full sized tables, seven smaller/gaming tables and a small trolley. Approximate cost £3,000. It was agreed to hold this to the next meeting.

### **6. Pricing Structure**

The meeting considered comparable prices. It was **RESOLVED** to agree a promotional charge of £8 an hour (with a minimum of an hour per hire) from the opening of the building for the first six months for weekdays, evenings and weekends. A refundable deposit will be requested from hirers.

### **7. Fitting out the Kitchen**

This was held to the next meeting. Prices will be agreed for cutlery and mugs for 80 people, as well as cups and saucers for 30 people.

## **8. Internet Connection**

This was held to the next meeting.

## **9. Website Provider**

It was **RESOLVED** to meet Tom Clark (TCQC) re a website and Holly Sonser of Holly Berry Creative re the logo.

## **10. Play Area Committee**

The meeting considered setting up a committee to run the play areas at the Community Centre and the main Blenheim Grange play area. It was **RESOLVED** to put a post online asking for people to help improve the community and to help remove items from the play areas as necessary. The sub committee agreed that it should be at the heart of the community.

## **11. Opening of the Community Hub**

Mike Wormald is writing to invite Lady Dannett to open the Hub.

## **12. Queen's Jubilee 2022**

The meeting considered how to commemorate the Queen's Jubilee. It was **RESOLVED** to hold a street party or picnic.

## **13. Time Capsule**

Pat Warwick and Julia Rees to arrange.

## **14. Christmas Tree**

It was **RESOLVED** to look into the purchase a Christmas tree for outside the building.

## **15. Items for inclusion in next Agenda**

Purchase of tables and chairs.

Fitting out the kitchen.

Internet connection.

Meeting with Tom Clark and Holly Sonser.

**16. Next Meeting**

The next meeting will be on 7 July at 7pm.

There being no further business the meeting was closed at 9pm.