



New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP
Tel: 01962 732079. Email: townclerk@newalresford-tc.gov.uk. Website:
www.newalresford-tc.gov.uk

Minutes of the meeting of the New Alresford Town Facilities Committee held at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, on Tuesday 9 April 2019 commencing at 7.15 pm

Name	Present	Apologies	Absent
Cllr Spencer (Chair)	✓		
Cllr Witchard (Vice Chair)	✓		
Cllr Pinch			✓
Cllr B Jeffs			✓
Cllr Power	✓		

ALSO PRESENT: Town Clerk – Marcia Phillibert and Town Council Chair - Steve Deeming

Chair welcomed all present to the meeting.

F19/009 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

No apologies received

F19/010 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS ON ITEMS ON THE AGENDA.

No interests declared

F19/011 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011.

The Clerk advised nothing received for this meeting.

F19/012 PUBLIC PARTICIPATION FOR FIFTEEN MINUTES TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA. EACH PERSON WISHING TO SPEAK WILL BE ALLOWED A MAXIMUM OF THREE MINUTES.

No members of the public present

F19/013 TO RECEIVE AND REVIEW DRAFT TERMS OF REFERENCE.

A proposal was received, seconded and voted in favour of receiving and accepting the Draft Terms of Reference for the Facilities Committee.

Recommendation 1: To be referred to Town Council for ratification.

RESOLVED: That the Facility Committee Terms of Reference be accepted.

F19/014 TO PROGRESS ALRESFORD MUSIC FESTIVAL AGREEMENT.

Discussion held regarding Terms and Condition 6.K of the draft Agreement.

A proposal was received, seconded and voted in favour of accepting the Agreement.

RESOLVED: That the draft Alresford Music Festival Agreement be accepted.

F19/015 TO RECEIVE AND REVIEW QUOTATIONS FOR REPLACEMENT FLOORING ON ARC FIRST FLOOR.

Two quotes reviewed in respect of renewing the flooring between the Main Hall and bar area together with samples of the products.

Councillor Spencer abstained from the vote.

A proposal was received, seconded and voted in favour of accepting the quote from Downs Carpets Ltd to supply and fit iTEC Concept Décor Populo 697 at a price of £1412.00 excluding VAT.

RESOLVED: That Downs Carpets Ltd refit the flooring between the main hall and Bar at a price of £1412.00 excluding VAT.

F19/016 TO RECEIVE AND REVIEW QUOTATION FOR UPGRADE AND PURCHASE OF OFFICE IT EQUIPMENT.

Review of the IT Audit conducted by Technique and quotations received to upgrade the Office IT systems to include new computers, backup system, antivirus

A proposal was received, seconded and voted in favour of accepting the quote from Technique in respect of antivirus, Cloud backup

Recommendation 1: To obtain further information in relation to the Symantac System Backup Server

RESOLVED: That the office IT system be upgraded and the antivirus is purchased @ £117.00, that Cloud Backup is purchased @£600.00, that the additional computers and screens are purchased to a maximum value of £3000.00. All values are excluding VAT.

F19/017 TO RECEIVE AND REVIEW QUOTATIONS FOR ELECTRICAL WORKS TO ARC FIRST FLOOR.

The Clerk advised the concerns with the electricians on the first floor of the ARC, to include PIR lighting in the toilets and rationalise the electricians and remove disused cabling. Three electricians have reviewed the works however only one written quote received.

A proposal was received, seconded and voted in favour of approving a budget of £2000.00 in respect of the electrical works

RESOLVED: That the electrical works be carried out to a maximum budget of £2000.00 excluding VAT

REPORTS AND ISSUES – FOR INFORMATION ONLY

(i) Phase Technology

The clerk advised Phase Technology identified low level legionella in the showers and therefore the whole water system had to be pasteurised. Also, there were gas and electrical faults identified. Therefore, both plumbers and electricians had to be called out last week to conduct necessary repairs to the building.

(ii) Telephone Systems

The clerk advised that upon researching the current telephone supplier, there appears to be numerous telephone numbers and the supplier was unable to provide a copy of the contract. The Clerk will be cancelling the service charge with the current supplier and is reviewing alternate suppliers to obtain one number with four lines for the office.

The meeting concluded at 2039 hours