



COMMUNITY HALL/RECREATION COMMITTEE MINUTES

Minutes of the meeting held on Wednesday 21st February 2024 at the Community Hall, Rydon Road, Kingsteignton at 6:57pm

Present:

Chair:	Cllr J Scagell
Councillors:	M Field, J Gordon, K Jones, D Ripping and M Eggar
Ex. Officio's:	Cllr R Peart (Mayor)
Asst to Clerk/Events Officer:	Miss B Hooper

CR01/2024 Apologies

Resolved: Apologies were received and accepted from Councillors:
B Thorne (Personal Reasons)
A Tillson-Hawke (Annual Leave)
L Goodall (Work Commitment)
J Gregson (Work Commitment)
T Dempster (Other Meeting Commitment)

CR02/2023 Declaration of Interest

Resolved: There were no declarations of interest.

CR03/2024 Minutes

Resolved: The minutes of the meeting held on the 15th November 2023 were approved and signed by Cllr Scagell.

CR04/2024 Community Hall Refurbishment –

a. To receive and note update on Curtain Purchase

Councillors were advised the agreed purchase had been made on 9th February 2024 to benefit from the advantageous sale pricing.

b. To receive and note update on redecoration plans and associated dates

Councillors noted that the Community Hall would be redecorated during the week of 12th – 18th August 2024 when usual bookings were at a minimum. Decoration works will be undertaken by the Council's Facilities and Maintenance team. Miss Hooper advised the new curtains would be fitted after this redecoration was complete and fully dry on 20th August 2024.

c. To discuss and agreed redecoration colours

Discussion took place on the benefit of lightening the hall area by using a lighter colour on the panelling than is currently in situ.



Resolved : Councillors agreed for wipeable Magnolia Emulsion again on the plastered walls and a durable wipeable Magnolia Silk to be used on the lower wooden panelling to brighten the Community Hall.

Proposed: Cllr Peart

Seconded: Cllr Field

**CR05/2024 Health & Safety Concern re Flooring in Main Office –
To set a budget for the carpets and allow the Clerk to request 3 quotes and Clerk to make decision**

Miss Hooper detailed the concerns from staff regarding the loose carpet tiles in the main office and the need to replace them with a fixed carpet.

Resolved: Councillors unanimously agreed for the Clerk to proceed obtaining quotes matching the existing Clerk's Office carpet and then replacement of the carpet tiles and approved a maximum budget of £1500.00.

Proposed: Cllr Peart

Seconded: Cllr Eggar

CR06/2024 Provision of Additional Kitchen Equipment –

a. To consider and approve the collation of quotes for a Commercial Dishwasher on both purchase and lease basis

Councillors discussed the advantages and disadvantages of both having or not having a dishwasher as well as a trial acquisition on a lease basis for a set period of time.

Resolved: All in favour of agreeing leasing quotes could be collated and taken to the next Full Council in March 2024 meeting so long as the Agenda had sufficient space, otherwise to return the quotes to the next Community Hall/Recreation Meeting in April.

Proposed: Cllr Peart

Seconded: Cllr Gordon

b. To approve the purchase and set budget for a replacement microwave

Due to the condition of the current Kitchen microwave, the Town Clerk was recommending it be replaced.

Resolved: All Councillors were in favour of purchasing a new 900W microwave from a maximum budget of £100.00.

Proposed: Cllr Scagell

Seconded: Cllr Peart

c. To approve the purchase and set budget of replacement saucepans, baking trays and kitchen utensils

Owing to the age and now poor quality of the kitchen items listed, the Town Clerk was recommending they be replaced.



Resolved: All Councillors were in favour of purchasing a new kitchen items as listed from a maximum budget of £150.00
Proposed: Cllr Peart
Seconded: Cllr Jones

**CR07/2024 Planting at the Community Hall & Fountain –
To approve a budget to facilitate the required planting**

Resolved: Councillors agreed to approve a budget of a maximum £1000.00.
Proposed: Cllr Jones
Seconded: Cllr Eggar

CR08/2024 Kingsteignton in Bloom –

a. To receive updates on key dates

Councillors noted the paper from Miss Hooper detailing key dates.

Resolved: All were in favour of accepting the dates detailed.
Proposed: Cllr Peart
Seconded: Cllr Jones

b. To agree judges for this year's competition

Cllrs Peart and Field both volunteered to judge the competition again.

Resolved: All were in favour of accepting their offer to judge.
Proposed: Cllr Scagell
Seconded: Cllr Eggar

**CR09/2024 Newsletter –
To received and note update on key dates**

Councillors noted the paper from Miss Hooper detailing key dates.

Resolved: All were in favour of accepting the dates detailed.
Proposed: Cllr Scagell
Seconded: Cllr Peart

CR10/2024 Events Working Party –

a. To agree to establish an Events Working Party

In response to Miss Hooper's circulated paper, Councillors recognised the need for an Events Working Party to be established.

Resolved: Miss Hooper to book a meeting.
Proposed: Cllr Peart



Seconded: Cllr Scagell

b. To identify Councillor volunteers for the Events Working Party

Resolved: Cllrs Peart, Field, Ripping, Eggar, Jones and Scagell all volunteered to be involved with the new Events Working Party.

Proposed: Cllr Peart

Seconded: Cllr Scagell

c. To agree to recruit volunteers from Kingsteignton Town Community

Miss Hooper outlined factors that would need to be considered when involving volunteers within an organisation and Councillors recognised these and the benefit of Residents being able to be involved in the production of their community events.

Resolved: Councillors agreed for Community Event Volunteers to be recruited.

Proposed: Cllr Peart

Seconded: Cllr Field

CR11/2024 Summer Fayre/Family Festival –

a. To agree name of event

Councillors discussed options, citing the need for inclusivity and ensuring the names reflected the event's purpose.

Resolved: All were in favour of 'Community Festival' as the name for the summer event.

Proposed: Cllr Peart

Seconded: Cllr Scagell

b. To determine theme/content

Councillors briefly discussed some elements that would be required and then agreed for the newly agreed Events Working Party to take over the decisions necessary owing to there being so much to cover.

Resolved: Miss Hooper to ensure that all relevant elements of the festival's production are covered at the Events Working Party.

Proposed: Cllr Scagell

Seconded: Cllr Peart

CR12/2024 D-Day 80 Year Anniversary –

To consider formally marking this event in line with other councils across the country

Discussion took place on plans likely to take place including the Ringing Out for Peace at 6:30pm plus the Town Crier's undertaking D-Day Proclamations. Miss Hooper provided brief details of the nationally approved D-Day 80th Anniversary Lamp Light of Peace.



Resolved: All were in favour of the Lamp Light of Peace being purchased and utilised at future Remembrance Sunday Services at recommended; Union Jack bunting and lighting up in red of the Community Hall on Thursday 6th June 2024.

Proposed: Cllr Scagell

Seconded: Cllr Peart

CR13/2024 Correspondence

Resolved: There was no correspondence.

The meeting closed at 7:48pm.

The next meeting will be held on Wednesday 17th April 2023

Signed.....

Dated.....