

MINUTES OF THE MEETING OF THE
MEMORIAL CENTRE COMMITTEE HELD, VIA ZOOM,
ON MONDAY 26 OCTOBER 2020 AT 7 PM

PRESENT

Councillors: S. Haywood (Chairman),
E. Benner, A. Lackey, C. O'Neill, K. Walker

Parish Clerk, Administrative Assistant,
MMC General Manager,
MMC Staff x 3

29. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors P. Harris and M. Pirt.

30. MINUTES – 24 SEPTEMBER 2020

The Minutes of the Meeting held on 24 September 2020 were confirmed as being a true record and authorised to be signed by the Chairman.

31. DECLARATIONS OF INTEREST

None.

32. PUBLIC PARTICIPATION

None.

(The Chairman suspended Standing Orders to allow the MMC Marketing Assistant to discuss the following item).

33. CHRISTMAS PANTO 2020

The Memorial Centre Marketing Assistant submitted her report on the proposals to host a Christmas Panto at the Centre (copies of which had previously been circulated to Members) and answered Members' questions thereon.

RESOLVED that no further action be taken.

(The Chairman here re-instated Standing Orders).

34. CLEANSING REGIME

Further to Minute 26(i), the Clerk reported that it had not been possible to purchase fogger cans and requested the Committee to consider the purchase of a fogging machine at a cost of £250.00 plus VAT together with appropriate chemicals.

RESOLVED that the Clerk purchase a fogging machine at a cost of £250.00 plus VAT together with appropriate chemicals.

35. STAGE LIGHTING – SERVICING CONTRACT

The Clerk submitted the quotation received from Hawthorn to service the stage lighting at a cost of £960.00 plus VAT (copies of which had previously been circulated to Members) and advised that due to the specialist nature of the work it had not been possible to obtain three quotations.

RESOLVED that the quotation received from Hawthorn in the sum of £960.00 plus VAT be accepted.

36. STAGE LIGHTING – PAT TESTING

The Clerk submitted the quotation received from J. Gladingboel to Pat Test the stage lighting at a cost of £210.00 plus VAT (copies of which had previously been circulated to Members) and advised that due to the specialist nature of the work it had not been possible to obtain three quotations.

RESOLVED that the quotation received from J. Gladingboel in the sum of £210.00 plus VAT be accepted.

(The Chairman here suspended Standing Orders to allow the Operations Supervisor to address the Committee on the following item and to answer questions).

37. RETRACTABLE SEATING

The Operations Supervisor advised that Audience Systems who had carried out the servicing of the retractable seating had now agreed to provide the parts required for the repairs identified in the report at Nil cost subject to staff undertaking the repairs.

RESOLVED that the report be noted and that the Operations Supervisor be thanked on behalf of the Committee for his efforts in securing the savings.

(The Chairman here re-instated Standing Orders).

38. SMOKE VENTILATION SYSTEM - SERVICING

The Clerk submitted the quotation received from Fixfire to service the smoke ventilation system at a cost of £750.00 plus VAT (copies of which had previously been circulated to Members) and advised that due to the specialist nature of the work it had not been possible to obtain three quotations.

RESOLVED that the quotation received from Fixfire in the sum of £750.00 plus VAT be accepted.

39. POPPY APPEAL 2020

The Clerk submitted the request received from the Royal British Legion to have poppy sales staff outside the front entrance of the Memorial Centre between the hours of 9 am and 2 pm on Saturday 31 October and Saturday 7 November 2020 (copies of which had previously been circulated to Members).

RESOLVED that the request be granted and that that the Royal British Legion be granted permission to hold collections, annually, outside the Centre on the two Saturdays prior to Remembrance Sunday.

40. REVIVAL 2021

The Clerk submitted the request received from the Mountsorrel Community Team to use the Memorial Centre in connection with the Revival Event in 2021 (copies of which had previously been circulated to Members).

RESOLVED that request be granted and that that the Mountsorrel Community Team be granted permission to use the Memorial Centre, annually, for the Revival Event subject to consultation with the Memorial Centre Management.

41. WARD RECYCLING – TEXTILE RECYCLING BANK

The Clerk submitted the request received from Ward Recycling to site a textile recycling facility at the Memorial Centre (copies of which had previously been circulated to Members).

RESOLVED the consideration of this matter be deferred until the next meeting of the Committee to enable further information to be obtained on the annual income likely to be received.

(The Chairman suspended Standing Orders to allow the Marketing Assistant to answer Members' questions on the following item).

42. MEMORIAL CENTRE – CURRENT BOOKINGS

The Clerk submitted the current information on bookings of the Centre (copies of which had previously been circulated to Members).

The Marketing Assistant answered Members' questions thereon.

RESOLVED that the report be noted.

The meeting finished at 19.43 pm

Chairman.