

Eckington Civic Centre  
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23<sup>rd</sup> March 2021

**To Members of the Community Hall & Premises Committee:**

Councillors: P Allen, C Harper, O Gomez Reaney (Vice Chairman), K Deffley, C Renwick (Chairman), J Ridgway, P Wheelhouse.

CC: To all Members of Eckington Parish Council

Dear Member,

You are hereby invited to attend a Community Hall & Premises Committee Meeting, to be held remotely.

**Tuesday 30<sup>th</sup> March 2021 at 6.30pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/84062531453?pwd=OEhWR2dpU1NQNWdKUDZVZEN1NzZCZz09>

Meeting ID: 840 6253 1453

Passcode: 533177

**Any Member of the public wishing to attend can you please contact the Parish Clerk for the Password and advice on how to join a zoom meeting.**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted as set out in the following agenda.

**Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Meeting Room.**

Yours sincerely

*Rosalind Bullimore*

Clerk

AGENDA PART I – NON CONFIDENTIAL INFORMATION

1. To receive apologies for absence.
2. Variation of order of business.
3. To receive Declaration of Members Interest.
  - a) To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
  - b) To receive and approve request for dispensations from Members on matters of which they have a Disclosable Pecuniary Interest.
4. Public speaking
  - a) A maximum of three minutes or at the Chairman's discretion will be made for members of the public to address the meeting in relation to the business to be transacted.
5. To determine which items if any from part 1 of the agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-  
"In view of the confidential nature of item ... to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admissions to Meetings Act) 1960. S1. In order to discuss the item".
6. To receive and approve Minutes 156/20 – 166/20 of a Community Hall & Premises Meeting held 19 November 2020.
7. Minutes, The Chair to sign and date the Minutes.
8. To review the Community Hall and Premises Action Log.
9. Renishaw and Spinkhill Community Hall
  - a) Clerk to report on Renishaw and Spinkhill Community Hall.
  - b) To consider the Renishaw and Spinkhill Community Halls latest accounts.
  - c) Renovation plans.
10. Marsh Lane Community Hall
  - a) To consider a report from Marsh Lane Management Committee.
  - b) To consider the Marsh Lane Management Committee latest accounts.
  - c) Renovations plans.
  - d) To consider maintenance requirements.
  - e) Asbestos survey
  - f) Smoke detector.
11. Civic Centre
  - a) To consider Civic Centre report.

- b) To review Civic Centre Management accounts.
- c) To consider trialling the Scribe booking system.

## 12. Funding.

### EXEMPT

1. To consider costings and menu choices for regular bookings, events and wedding packages.
2. To consider quote for an additional CCTV camera at the Civic Centre.
3. To consider cost of an ice maker.
4. To consider ceiling and lighting quotations for the community halls at Marsh Lane and Renishaw.

**Minutes of the Eckington Parish Council Community Halls and Premises meeting held remotely on Thursday 19th November 2020 at 6:30pm**

Attendance

Councillors- O Gomez-Reaney (Chairman), C Renwick, P Wheelhouse

Others- R Bullimore (Clerk) R Hill (Assistant Clerk) E Nicholson (Marsh Lane Community Hall Treasurer, left at 7:40pm)

156/020

Apologies for Absence

Councillor C Harper (work)

157/020

Variation to order of business

In view of the confidential nature of item 8C and 9C, to consider quotations for the renovation plans at Renishaw and Spinkhill Community Hall and Marsh Lane Community Hall, to exclude the Press and Public from the meeting in accordance with Public Bodies (Admissions to Meetings Act) 1960. S1 in order to discuss the item

158/020

Minutes of Community Hall & Premises Meeting held 3<sup>rd</sup> September 2020

RESOLVED Minutes 143/20-155/20 approved and received subject to Councillor Renwick chaired the meeting not Councillor Gomez Reaney.

Councillor Renwick updated members that Eckington Town Team were purchasing the small Christmas trees for the shop fronts in Eckington this year and the Parish Council were providing the large main trees.

The Chair duly signed the minutes

159/020

Renishaw and Spinkhill Community Hall

The Clerk reported that there were three user groups in the building prior to the second national Covid-19 lockdown, two were using the main hall and one using the meeting room. Another user group who has a storage area in the hall have been asked by the Clerk to move their equipment out of the storeroom, or alternatively to pay a storage rental fee. The Civic Centre manager is clearing the storage area and thinning out the amount of crockery stored in the kitchen.

160/020

Renishaw and Spinkhill Community Hall Accounts

RESOLVED to note the Renishaw and Spinkhill Community Hall accounts

161/020

Renishaw and Spinkhill Renovation Plans

Members discussed the quotes obtained to complete renovations to the hall. Councillor Wheelhouse also reported on the meeting held with a plumbing and heating engineer with a view to removing the hot water heater and finding a solution to stopping the men's urinals from having a continuous flow of water. Solutions suggested were to fit a new combi boiler in the kitchen, have separate water heaters fitted in the kitchen and toilets, and to have sensors fitted in the main hall and men's toilet. Quotations are being sought for the various works. RESOLVED to take the building renovation quotations to the December Council meeting for review.

162/020

Marsh Lane Community Hall

The treasurer of the Marsh Lane Committee updated members on the current use of the hall. The Marsh Lane under 5's remains the only users of the hall, and their new extended opening hours which include afternoons on Tuesdays and Thursdays up to 3:15pm have

been welcomed by parents. The group have no major issues with the building other than the lighting needs updated and it needs a full deep clean. Marsh Lane under 5's are running a Christmas gift collection, donations are being dropped on the step of the hall. RESOLVED the committee to take over general bookings for the hall once Covid-19 restrictions are lifted.

163/020 Marsh Lane Community Hall Accounts

RESOLVED to note the Marsh Lane accounts.

164/020 Marsh Lane renovations

Members discussed the quotations provided for renovations to the hall, it was agreed that as the quotations were not like for like it was difficult to make any decisions at this time. Members discussed the need for a new ceiling higher than the original windows, plastering work, new windows, and a new heating system. As the heating timer is temperamental, it was suggested an Evo Home system would be beneficial as this is working well in another hall. Members discussed the extended storage options and adding a disabled toilet to the entrance area. RESOLVED to ask user groups for their input on the renovations needed and obtain more like for like quotes on building repairs.

165/020 Civic Centre

RESOLVED The Clerk reported that up until the second national lockdown, only one user group had returned to the hall. The hall needs some repairs to the floor and the windows, quotations are being obtained for these. The Clerk reported that the Automatic entry doors had recently been serviced and the air conditioning was also due for its annual service. Members also discussed the proposed alterations to the bar area, and concerns raised from the Centre manager about the potential damage to the woodwork around the bar from the steam, generated from the glass washer if it is relocated from the cellar into the bar area. Members also discussed the ongoing issue about the cold air coming from the cellar to the bar.

The Civic Centre is being used as a drop off centre on 22<sup>nd</sup> December for a Christmas food and toy share, Rykneld Homes and Fairshare will be distributing the donations to vulnerable people. The centre along with Renishaw and Spinkhill Community Hall may also be used as a venue for the Covid-19 vaccine response.

166/020 Civic Centre Accounts

RESOLVED to note the Civic Centre accounts



## Renishaw &amp; Spinkhill Community Centre account

	Credit	Debit	Balance	
	£	£	£	
2020				
08/01/2020		738.33	-8,080.82	BACS to British Gas (gas)
10/01/2020	30.00		-8,050.82	Hall hire by card payment
15/01/2020	840.00		-7,210.82	Cheque from S21 Live
22/01/2020		43.00	-7,253.82	Key safe purchased by R Hill
27/01/2020	1,000.00		-6,253.82	BACS credit from Safe Haven
31/01/2020	240.00		-6,013.82	NEDDC - BACS for election fees (inv 4)
07/02/2020	480.00		-5,533.82	NEDDC - BACS for election fees (inv 5 and 6)
06/02/2020	72.00		-5,461.82	Renishaw Bowling Club - cheque 000003
19/02/2020		310.89	-5,772.71	BACS to British Gas (electricity)
26/02/2020		1,138.77	-6,911.48	BACS to Business Stream (water)
26/02/2020	456.00		-6,455.48	County bowling (cheque)
26/02/2020	132.00		-6,323.48	Friday bowling (cash)
26/02/2020	132.00		-6,191.48	Friday bowling (cash)
26/02/2020		180.00	-6,371.48	BACS to NEDDC (premises licence)
04/03/2020		280.17	-6,651.65	BACS to Oriel Collections Ltd (PPL/PRS arrears)
05/03/2020		227.76	-6,879.41	DD by Octopus Energy (gas)
05/03/2020		12.77	-6,892.18	DD EE wifi
05/03/2020	5,523.75		-1,368.43	Refund of Rates 2019/2020 by NEDDC
19/03/2020		704.79	-2,073.22	BACS to British Gas (gas)
19/03/2020		195.42	-2,268.64	BACS to British Gas (electricity)
19/03/2020	25.00		-2,243.64	St Matthews Church - cheque 000540
19/03/2020	204.00		-2,039.64	Derby & Joan - cheque 000051
19/03/2020	72.00		-1,967.64	Renishaw Bowling Club - cheque 000004
20/03/2020	60.00		-1,907.64	BACS payment by Rykneld Homes
01/04/2020		159.49	-2,067.13	DD by Octopus Energy (gas)
03/04/2020		20.40	-2,087.53	DD EE wifi
17/04/2020		274.36	-2,361.89	DD by Octopus Energy (gas)
04/05/2020		14.71	-2,376.60	DD EE wifi
01/02/2020	30.00		-2,346.60	Hall hire by cash
12/05/2020	552.00		-1,794.60	County bowling (cheque)
03/06/2020		12.26	-1,806.86	DD EE wifi
01/06/2020		92.97	-1,899.83	BACS to British Gas (electricity)
09/06/2020		977.01	-2,876.84	BACS to Water Plus (water)
03/07/2020	1,000.00		-1,876.84	Safe Haven (BACS)
21/07/2020		176.98	-2,053.82	BACS to Business Stream (sewerage)
03/08/2020	45.00		-2,008.82	O Oates (BACS)
05/08/2020	10,000.00		7,991.18	Small Business Rates Relief
27/08/2020		138.20	7,852.98	BACS to Water Plus (water)
27/08/2020		180.00	7,672.98	BACS to NEDDC (premises licence)
27/08/2020		97.10	7,575.88	BACS to Business Stream (sewerage)
04/09/2020	174.00		7,749.88	Twinkle Toes by BACS
05/10/2020	202.50		7,952.38	Emmett Carr Surgery (BACS)
05/10/2020	112.50		8,064.88	H Jukes - Valuation (BACS)
05/10/2020	162.00		8,226.88	Twinkle Toes (BACS)
09/10/2020	60.00		8,286.88	Theatre Scene by BACS
12/10/2020	600.00		8,886.88	Safe Haven (BACS)
23/10/2020		4.69	8,882.19	Toilet rolls
28/10/2020	450.00		9,332.19	Safe Haven (BACS)
13/11/2020		140.24	9,191.95	BACS to Water Plus (water)
13/11/2020		112.50	9,079.45	Refund for hall hire by A Jukes
16/12/2020	72.00		9,151.45	Friday bowling (cash)
31/12/2020	60.00		9,211.45	Theatre Scene by BACS

Marsh Lane Community Centre

	Cash	Bank	Total
	£	£	£
<b>Balance Brought forward</b>	<b>18.26</b>	<b>25331.69</b>	<b>25349.45</b>
<b>Income</b>			
NEDDC Grant		1334.00	1334.00
NEDDC Grant - One off closed		4000.00	4000.00
NEDDC Grant - Lockdown		2001.00	2001.00
NEDDC Grant - Tier 4		238.00	238.00
<b>Expenditure</b>			
E-ON (Electricity to December 2020)		-285.95	-285.95
Pac Man (Pat testing)		-39.00	-39.00
E-On (Electricity to January 21)		-75.83	-75.83
<b>Total as at 15.2.21</b>	<b>18.26</b>	<b>32503.91</b>	<b>32521.67</b>



	2019/2020	Eckington Civic Centre Management Accounts 2020/2021												Rolling	2020/2021
	Actuals	ACTUALS UP TO AND INCLUDING DECEMBER 2020												12 months	Budget
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	
Wages (take home)	57770	3713	3425	3297	2945	3283	3345	3192	24542	1305	1278	1278	1278	52881	60000
Furlough refund		0	0	-7664	-2595	-3930	-3664	-3145	-2748	-1333	-1122	-1122	-1122	-28445	
Tax & NIC	10101	649	631	535	345	443	535	431	4443	302	282	282	282	9160	
Pension (employer & employee)	14778	581	969	919	798	895	929	872	889	379	369	369	369	8338	
Food Payments	33269	259	139	0	0	0	0	0	0	0	0	0	0	398	44000
Bar Payments	17690	849	18	15	15	15	15	15	15	15	15	15	15	1017	
Other Costs (see below)	38849	384	218	835	554	1974	11	413	180	1546	2716	1528	1057	11416	
Total Costs	172457	6435	5400	-2063	2062	2680	1171	1778	27321	2214	3538	2350	1879	54765	
Food Receipts	66297	350	0	0	0	0	0	0	0	0	0	0	0	350	120000
Bar Receipts	66564	0	0	0	0	0	0	0	0	0	0	0	0	0	
Hire of Hall	18300	0	-210	-54	0	0	-42	21	-75	67	0	0	0	-293	15000
Solar panels	1322	0	568	0	0	802	0	0	446	0	0	0	0	1816	2000
	152483	350	358	-54	0	802	-42	21	371	67	0	0	0	1873	
<b>Net Gain/Loss to EPC</b>	-19974	-6085	-5042	2009	-2062	-1878	-1213	-1757	-26950	-2147	-3538	-2350	-1879	-52892	
<b>Other Costs</b>															
Gas	3015	0	0	0	0	883	0	0	0	0	0	656	0	1539	5200
Electricity	6292	0	0	626	0	1036	0	0	0	0	1600	0	0	3262	5000
Water/Sewerage	4432	164	218	0	550	0	0	413	0	0	469	0	0	1814	2000
Refuse collection	2809	0	0	0	0	0	0	0	0	0	0	0	0	0	2900
Security System	440	0	0	0	0	0	0	0	0	0	300	50	0	350	365
Telephone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cleaning materials	243	0	0	156	4	0	0	0	0	0	0	0	78	238	200
New furniture/ equip	535	0	0	0	0	0	0	0	0	0	0	0	0	0	1000
Replacement Equipment	2127	0	0	0	0	0	0	0	0	0	0	96	0	96	1000
Artists / films	4666	0	0	0	0	-60	0	0	0	0	0	0	0	-60	
Licences	201	0	0	0	0	0	0	0	180	0	0	0	0	180	6000

