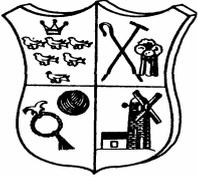


HAILSHAM TOWN COUNCIL

WELBURY COMMUNITY CENTRE SUB-COMMITTEE



REPORT (Minutes) of the Welbury Community Centre Sub-Committee held at the Fleur De Lys Meeting Room, Inglenook, Market Street, Hailsham, on Wednesday 8th August 2018 at 10.00am

WCS-
SC/1/18/1

Committee members present

Councillors: R. Grocock and Mrs S. Van der Geyten

Officers in attendance: R Boxer and M Caira

2 **Apologies for Absence**

None

3 **Declarations of Interest**

None

4 **Proposed Opening Ceremony for the Centre**

4.1 Various dates and times of the week were discussed to hold the ceremony. It was accepted that it would be best to hold the ceremony on a Saturday and the first three Saturdays in October were put forward (6th, 13th and 20th). These would be offered to the family of James West to see what date was best for them, before any further arrangements would be made.

4.2 Other potential attendees were discussed, these included town councillors, staff, current users of the centre, residents living adjacent to the centre and the local ATC and other local youth organisations. It was also proposed that the Lord Lieutenant should be invited to formally open the centre, but this should be put to the family of James West first to confirm that they are happy for this to happen.

4.3 The content of the ceremony was also discussed, this included refreshments and a permanent feature to recognise the ceremony. Tea, cakes and soft drinks were put forward for the refreshments and a brass plaque to mark the ceremony was also proposed.

4.4 **Resolved** a) to hold the opening ceremony of the James West Community Centre on 6th, 13th or 20th October, subject to the confirmation of the date by the family of James West; b) to invite the Lord Lieutenant to formally open the centre, subject to the agreement of the family of James West; c) to invite residents living adjacent to the centre, town councillors and staff, current users of the centre and local youth organisations including the ATC to the opening ceremony and d) to provide tea, cake and soft drinks and a brass plaque to mark the ceremony (wording to be agreed with the family of James West).

5 **Centre Issues**

5.1 Several issues with the operation of the centre were highlighted; these included parking,

CCTV, acoustics, excessive heat in the lobby area, water pressure on the outdoor tap and pull-down screens for the meeting rooms.

- 5.2 The issues with the poor acoustics were discussed and Mickey Caira proposed that when the PA system is installed that he will discuss these issues with the company installing the system and seek some advice. Robert Boxer stated that he has done some research on possible solutions and these could cost from £20,000 upwards for acoustic panels. Any future action to remedy the situation will be presented to a future meeting.
- 5.3 Robert Boxer proposed that a 12 camera CCTV system with sound and recording is installed, this will help overcome some of the antisocial behaviour and help monitor the noise and other activities around the centre. Robert Boxer agreed to carry out some more work on this to establish the cost and will work with Mickey Caira to look at the potential location of cameras and report back to a future meeting.
- 5.4 Robert Boxer reported that the lobby area gets extremely hot and this issue will need addressing. He proposed anti sun screen to the lobby windows to reduce the impact of the direct sunlight on the front of the centre. Robert Boxer agreed to research the cost of purchasing and fitting of the screens and report back to a future meeting. Robert also suggested that seating and tables in the lobby would be useful addition to the facilities in the centre. The seating would allow for, parents and other to wait more comfortably. It was agreed to look at this after the sun screen issues have been resolved.
- 5.5 Mickey Caira highlighted some concerns residents had raised in respect of parking at the centre. Most residents were concerned about overspill from the car park if there was a large event/meeting at the centre, one resident had requested that the car park is left open for residents to use to help alleviate the lack of parking on the estate. During the meeting with residents held on 8th August Mickey Caira explained the reasons why the Council were planning to lock the car park when the centre was not in use. These included the need to protect the car park and centre surrounding area from trespass and to allow adequate space in the car park for users of the centre, which will reduce the impact from centre users parking in Brunel Drive. The overwhelming view of the residents' meeting was for the Council to lock the car park when the centre was not in use.
- 5.6 **Resolved** to lock the centre car park when not in use, once the barrier has been fully installed, and giving a weeks' notice to any drivers who are not using the centre.
- 5.7 The final issue raised was in respect of the very low water pressure on the outdoor tap, that has made it difficult and time consuming when watering the trees and shrubs that surround the centre. Mickey Caira stated that he will work with the Outdoor Works Supervisor to try and find a solution to the problem.