

17th November 2023

You are summoned to attend a meeting of the **Community Hub Committee, on Thursday 23rd November at 9:30am at Stantonbury Parish Office, 126 Kingsfold, Bradville, MK13 7DX** when the business set out in the following agenda will be transacted.

D Moore

Clerk
Stantonbury Parish Council

Join Zoom Meeting

<https://us02web.zoom.us/j/89776030881?pwd=SURNM0hUcGdKNGxkR2U3cXlHazRvUT09>

Meeting ID: 897 7603 0881

Passcode: 091728

Please note these meetings may be recorded.

Committee Members:	
Cllr Carol Northwood	Cllr Ann Ronaldson
Cllr Peter Kirkham	Cllr Judy Kite
Cllr Paul Baxter	

AGENDA

33/23	Welcome and Introduction to Community Hub Committee meeting.
34/23	Present:
35/23	Apologies for Absence:
36/23	Declarations of Interest: Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interest which they may have in any of the items under consideration at this meeting, and any additional interests not previously declared.
37/23	Public Forum for members of the public to speak: <i>Public participation at a meeting in accordance with standing order 3(e) shall not exceed (15) minutes unless directed by the chair of the meeting. Each member of the public shall not speak for more than (3) minutes in accordance with standing order 3(g)</i>
38/23	Chairs Remarks: Update on: DBS Checks. Carpark extension – MK City Council. Bollards and lines – Quotes. MK Dons – Youth Club.
39/23	Risk Management: Fire alarm at the Community Hub. – Office have now created a procedure.

40/23	Minutes: To approve and sign the Minutes of the meeting held on: Thursday 19th October 2023.
41/23	Block bookings: a) Gensis Childcare Breakfast Club – Monday – Friday 7am – 9am. b) Gensis Childcare Afterschool Club – Monday – Friday 3pm – 5pm. c) Bethnal Worship Centre – potential 4 Sundays - 10am – 1pm. (including 31 st December).
42/23	Floor cleaning equipment: To review the need for a powered floor cleaning machine - See backing paper. a) Does the Committee wish to hire a machine as and when needed. b) Does the Committee wish to purchase a machine.
43/23	Winter Warmer Events: Committee to discuss ideas of events they could run at the Community Hub to support residents in the winter months.
44/23	Children party: Committee to review and discuss backing paper. – See backing paper. a) Committee to agree to purchase food. b) Would the Committee like to purchase a small selection box for each child that attends.
45/23	Hand towels: Committee to discuss the need for hand towels in the toilets as we have now installed hand dryers.
46/23	Registering Community Hub as a food premises: Clerk to update the Committee on registering the Community Hub premises as providing food and to look at setting rules for who is allowed in kitchen and what the hygiene rules must be followed. – See backing paper (also the links on the backing paper).
47/23	Caretaker: Committee to review the usage of the Community Hub and consider the option of looking at potential need for a Caretaker. – See backing paper.
48/23	Community Hub Rota: Committee to arrange for a events rota to be officially updated to make sure there is enough cover to help at events.
49/23	Resident Communication: Committee to discuss ideas of how to increase our reach to the residents (notice boards, leaflets, social media). – See backing paper.