BUCKHURST HILL PARISH COUNCIL

MINUTES OF THE ACCOMMODATION COMMITTEE HELD AT 8.00pm ON THURSDAY 16 FEBRUARY 2023 AT BUCKHURST HILL LIBRARY, 165 QUEENS ROAD

20/22 PRESENT Councillors: Mr D Saunders (Vice Chairman)

Mrs J Forker Clark Mr D Saunders Mr M Vance

In attendance: Mrs L Petyt-Start (Clerk)

21/22 APOLOGIES FOR ABSENCE

There were apologies for absence received from Cllrs Chambers Bagshaw, Weinberg and Williamson

22/22 DECLARATIONS OF INTEREST

There were no declarations of interest from Members in any item on the agenda.

23/22 MINUTES

The minutes of the meeting held on 6 October 2022 were approved and the Chairman authorised to sign them.

24/22 PUBLIC PARTICIPATION

There was no public participation.

25/22 CHAIRMAN AND CLERK'S COMMUNICATIONS

The Clerk advised formal notification had been given the Library will close for maintenance works from Sunday 26th March for 8 to 10 weeks. She noted alternative arrangements for staff and the provision of the service on council managed days had been offered and suggested to Essex Library Service with a decision yet to be provided by them.

During the closure period, meetings will take place at the Woollard Centre, the postal address of the Council will remain the same and should any resident wish to meet with council officers this will be arranged elsewhere, probably at a coffee shop in Queens Road.

The Clerk advised another communication had been received from a frequent requestor regarding the RVH. There was a brief discussion regarding FOI, responsibilities of the Council and the relevance of the Data Protection Act. Members noted that whilst Council should uphold and facilitate the statutory rights of its electors, repeated and excessive requests are costly and time consuming for the council. Members encourage all residents to attend meetings, meet with them and speak to them.

26/22 COMMUNITY HALLS

- i) The Clerk provided a brief update on repairs and maintenance of the community halls. Specific note was made of the roof repairs, replacement fire door and tree removal at the Woollard Centre and access to the under stage stores at the Roding Valley Hall.
- ii) The Clerk reminded members about outstanding repairs e.g. floor at Woollard and gas fired heater at the RVH and therefore negative impact on the operation and management of the halls. Also there had been some issues with the car park at the Woollard Centre when all spaces are being

used.

Both halls had new regular hirers. There has been an increase in interest for one off hires at the Roding Valley Hall also.

- iii) The Clerk provided feedback from the Insurer regarding the subsidence work and circulated information (email response) to members. Members requested the Clerk to revert to the insurer advising consideration was being given to proceeding with the works and that a final and best offer for the cash settlement be requested.
- iv) and v) Following a discussion it was AGREED for the Clerk to recirculate the Woollard Centre Condition Survey and request responses by Friday 24th February so that decisions may be recommended to Full Council at its next meeting.

27/22 HALLS DEVELOPMENT PROJECT

Architect previous scheme

28/22 ACCOMMODATION ITEMS OF CONCERN

a) Engagement with public for future RVH development

Protecting the Clerk as an employee in light of a complaint

Independent Legal Services have been engaged to assist and support the council with FOI/SAR requests.

Advertise the closure of the library.

Introduction of a pram store outside the Woollard Centre

b) Analysis for additional parking arrangements at the Woollard Centre.

There being no further business the Vice Chair closed the meeting at 21.01PM

Chairman	