

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ

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Dear GMCC Committee

You are hereby summoned to attend a meeting of the **George Moore Community Centre Committee** to be held in **The Salmonsbury Room, The George Moore Community Centre** at **4pm on Thursday 17th February 2022** for the purpose of transacting the following business.

It would be helpful if members of the public could contact the Clerk in advance to advise of their intention to attend.



Mrs Sharon Henley

Clerk

11th February 2022

Papers for the meeting can be viewed at the link here [GMCC](#)

AGENDA

- 1) Apologies for absence.
- 2) Declarations of Interest.
- 3) To receive and approve the minutes of the Extraordinary GMCC Committee meeting held on 23rd November 2022.
- 4) Matters Arising
 - a) Quote for replacement windows
 - b) Title Deed for the GMCC
 - c) To note advice from Savawatt on fridge device
- 5) The Cottage:
 - a) To note progress with work on locks
 - b) Auto Door Closer: To note recommendations from contractor following removal of existing unit and to review quote from ASG for removal at £455.67 (Paper 1).
- 6) Electricity Contract: To review updates following proposals discussed at Council meeting on 2nd February and agree suitable contract from 1st December 2022 (Paper 2).
- 7) Photocopier: Confirmation of arrangements made with existing contractor for termination of contract.
- 8) Fire Risk Assessment Action Plan (Paper 3a)
 - a) To consider information and quotes received in respect of actions discussed at the last meeting and agree further actions. All expenditure to be finally approved by full Council and charged to the GMCC earmarked reserves.
 - i) To note that a thumbturn lock was installed on GCC accommodation by Armadillo locksmiths whilst on site at an approximate cost of £30, as per recommendations.
 - ii) Installation of 1 no. emergency bulkhead light fitting at the bottom of the basement steps by Cotswold & Vale at £245.96 + VAT (Paper 3b)
 - iii) Quote for additional items identified by Cotswold & Vale during site visit: Replace existing floodlight above fire exit door to outside, adjacent to basement steps, as faulty. Replace faulty motion sensor controlling the bulkhead light located above the basement steps. Cotswold & Vale £238.15 + VAT (Paper 3c)
 - iv) Dorgard Fire Door Retainers 4 no. Required at a total cost of £392.60 + VAT. Flat 1 x 2, Room 2, AC Office (Paper 3d)

- v) On-line Fire Safety and Fire Warden Training: Review options for training at an approximate total cost of £75 (Paper 3e)
- vi) Inspection & Testing of Lighting Protection: To review quotes and select suitable contractor. (Paper 3f)
- vii) Room Hire Terms & Conditions: Review updated document for 2022-23 (Paper 3g)
- b) To review B & C rated items on Fire Risk Assessment Action Plan (Paper 3a)
- 9) To make arrangements for the annual Health and Safety inspection to be carried out at GMCC by committee members
- 10) To receive an update on the Windrush Room Art Display (action from 29th July minutes)
- 11) Confidential Session:
 - a) Resolution under the Public Bodies (Admission to Meetings) Act 1960 Section 1, extended by the Local Government Act 1972, Section 100, that the following items are confidential as they relate to commercial leases. As such, the press and public are excluded from this part of the meeting.
 - b) To consider request in connection with Flat 1.
 - c) Update on new tenancy of The Old Chapel.
- 12) Date of Next Meeting – Thursday 28th April 2022 at 6.00pm.