

MEETING OF COMMUNITY CENTRE WORKING PARTY  
6<sup>th</sup> April 2017 AT 9.30 in the Podmore Building

NOTES

Present: Jonathan White (TWBC), Nichola Reay (PWTC)

WP18 **PUBLIC ENGAGEMENT**

Three companies had been asked to quote to analyse the questionnaires. A total of 182 questionnaires had been returned. Paper returns had been entered into Survey Monkey. All paper copies had been destroyed.

WP19 **ARCHITECT**

The procurement plan had been approved by the board members. The project brief needed to be approved by the Board Members. (JW to complete)

WP20 **VAT**

The clerk had made a report to the town council regarding the VAT situation and the creation of a village hall management committee. Members had passed the following resolution.

*That the town council accepts in principle the Board's proposal to create a VHMC. However, the process for selecting the trustees must be transparent*

WP21 **FUNDS**

The Section 106 agreements for the new developments had still not been signed

WP22 **LEGAL**

No further updates

WP23 **RISK REGISTER**

JW to review the risk register.

WP24 **AOB**

Borough councillor Stewart had asked to meet with JW.