

**The minutes of the meeting of the Stimpson's Piece Charity Trustees held at Town Hall, Reepham on Wednesday 12<sup>th</sup> December 2018 starting at 9.15pm**

**Present:** Cllrs L. Paterson (Chair), A. Woollett, M. Steel, P. Mitchell, J. Line, R. Taylor, S. Fisher and M. Lester Jo Boxall (Clerk) and 3 members of the public.

**S18/106. To receive apologies for absence.**

Apologies for absence were received from H. Key.

**S18/107. To receive declarations of personal and/or pecuniary interest in agenda items.**

No declarations of interest were received.

**S18/108. To adjourn the meeting for public participation**

Support was received for the proposal to install additional lighting in Stimpson's Piece car park.

**S18/109. To receive and adopt the minutes of the meeting held on 14<sup>th</sup> November 2018**

Minutes from the meeting were received, approved and signed.

**S18/110. To receive information about matters arising from the minutes not listed elsewhere on the agenda**

It was confirmed that service channels for Tennis Club maintenance / responsibility would be electricity – from the meter on the field, water – from the meter in the pavilion. It was reported that following further investigation into why the water supply was running out, slight changes have been made to the system which may improve the situation.

**S18/111. To receive update on security issues and approve further action**

It was reported that there was an ongoing problem on a Saturday evening with the front door to the main hall being left open (but locked). It was agreed that the doors between the changing area and the main hall would be padlocked shut so that there was a focus on the Football Club using the front door for access and therefore ensuring that it is locked at the end of use, as proposed by L. Paterson.

**S18/112. To approve further action following test and inspection – recommended remedial work**

It was unanimously agreed to carry out essential remedial work following electrical test and inspection including moving a double socket in the kitchen which was currently above the cooker.

**S18/113. To review and approve cleaning contract.**

Following discussion it was agreed to continue with the contract cleaning company as they were providing an excellent service as proposed by L. Paterson. It was agreed to review in 12 months.

**S18/114. To approve further action re request for additional lighting in car parking area**

It was agreed that the Trustees were prepared to consider proposals for additional lighting in the car parking area subject to confirmation about responsibility for provision and maintenance.

**S18/115. FINANCE**

**To approve bills paid / to be paid**

A list of bills paid and to be paid for December was circulated and approved.

**S18/116. To receive correspondence / late correspondence and refer to future agenda items**

All correspondence circulated

**S18/117. To confirm the date of the next meeting**

The next meeting will be held on 9<sup>th</sup> January 2019 following the Town Council meeting.

**S18/118. To close the meeting**

There being no further business the meeting was closed at 9.04pm