

# Notes of School & Community Room Meeting Tattenhall Park Primary School 15<sup>th</sup> October 2018

## **PRESENT**

### Park Primary School

Sam Evans, Tim Whitehall, Yvonne Morgan (Business Manager).

### Parish Council

Pat Black, Carol Weaver, Ann Wright (Clerk)

### Other

Bob Blackhurst (Community Representative asked by Parish Council)

## **DECLARATION OF POTENTIAL CONFLICTS OF INTEREST**

The following interests were declared:

Bob Blackhurst – member of Committee which runs the Vault community room at St. Alban's Church and family member works at the Primary School.

Cllr. Pat Black – Trustee of Barbour Institute.

Cllr. Carol Weaver – granddaughter attends the school.

## **AGREE NOTES OF MEETING 17<sup>TH</sup> JULY 2018**

The notes were agreed as a true and proper record.

## **TERMS OF REFERENCE FOR THE WORKING GROUP**

The Clerk reported that she had contacted CW&C to seek help and advice on this matter but had not received any additional information.

It was agreed the group needed to identify what it wanted to achieve, the following points were discussed:

- That community involvement enhances a school providing it with an extra dimension.
- That the group needed to look at use of the room outside school and after school club hours. It was noted that breakfast and after school clubs are a community use for the building as they support the community. It was reported there is currently a large amount of interest in the after school club and the school is considering employing more staff so the numbers attending can be increased.
- That hiring out of the room needed to cover the costs of the room.
- Concerns were raised regarding whether the room would have to be hired out using a CW&C hiring agreement and rates as it was understood these are overly onerous and expensive.
- A system needs to be identified for booking the room as well as opening and closing the room.
- It was noted that there needs to be a named responsible person for each booking.
- That billing for room hire would need to go through the school.

It was agreed that the Clerk and Yvonne Morgan would contact CW&C to obtain the details of the hiring agreements and costs and what flexibility there is to set rates and booking agreements.

- It was noted that the room was funded with community money to provide a community facility.
- It was hoped the room would be used by uniformed groups, holiday clubs and also a youth club all of which are needed by the village.

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- It was hoped long term, regular users can be established.

It was agreed that a dialogue should be started with CW&C Youth Service to seek support to establish a youth club and other uses of the room.

*Sam Evans joined the meeting and gave apologies for being late.*

- It was noted that the community room can offer different facilities from other venues in the village including access to the playing field.

It was agreed that the Business Manager would obtain model agreements for hire of school facilities from a contact.

## **JOINT PRESS RELEASE**

It was agreed a joint press release would be drafted and agreed by the group for publication on the school's and Council's websites, Tattenhall online and in the Parish News, the press release will state that all parties are working together to find a way to open the room up for community hiring and use.

## **HEADS OF TERMS MANAGEMENT AGREEMENT**

It was agreed to defer this item to a future meeting when more information is available.

## **COMMUNITY NOTICEBOARD**

It was noted the community notice board from outside the library which belonged to the Parish Council had been removed during the recent building work and not reinstated. Yvonne Morgan agreed that she would investigate what had happened to the noticeboard.

## **OPEN SPACE ISSUES**

The Clerk reported that she had raised the matter of open space with Mrs Hawkins, headmistress and she had suggested this working group should consider the issues. The Group agreed that the issue would be better kept separate from discussions on the Community Room. It was noted that the playing field would be available to book by the community. It was agreed that the governors would consider appointing a representative to the open space working group at their next meeting.

The meeting closed at 7.30pm

## **NEXT MEETING**

Monday 26<sup>th</sup> November 2018 from 6.30pm  
Tattenhall Park Primary School

Ann Wright 16/10/2018