Members of the Community Centre sub-committee are hereby summoned to attend a meeting at 12:00 on 26th September 2025 in room 11, Rendlesham Community Centre, Walnut Tree Avenue, Rendlesham Suffolk IP12 2GG for the purpose of transacting the following business set out on the agenda

**THIS MEETING IS OPEN TO THE PUBLIC & MAY BE RECORDED**

**AGENDA**

1. **To receive and approve apologies for absence**
2. **Public Forum**There will be 15 minutes available for this session where members of the public may address the Council, including items for discussion on the agenda. A maximum of 3 minutes per speaker will be permitted
3. **Declarations of Interest**

To note the nature and type of declarations of interest in accordance with the Council’s Code of Conduct (and section 106 of the Local Government Finance Act 1992) relating to items on this agenda.

1. **Minutes of the last meeting**
   1. To agree the minutes of the Committee meeting held on 26th August 2025 as a true record of the meeting (previously circulated)
2. **Previous Actions** 
   1. Update on previously identified actions
3. **H&S including fire**
   1. Position regarding alarm testing to be confirmed
   2. Approval of appointment of alarm testing company if required
   3. To approve the building risk assessment
4. **Building works**
   1. Update on current position including agreed works
   2. Approval of steps required in relation to roof and fire wall/curtain damage
5. **Funding and Responsibilities**
   1. To retrospectively authorise disposal of items stored in room 11
   2. To discuss and approve proposal to go to Full Council regarding the future funding and responsibilities for the Centre
6. **DBS checks**
   1. To discuss and approve payment for enhanced DBS checks for relevant Cllrs and staff
7. **Electricity update**
   1. VAT position
   2. Reactivation of EVC
8. **Internal and external work** 
   1. Approve the purchase of a new dishwasher
   2. Approve the purchase of a new Fridge
   3. Approve purchase of blinds for room 11
   4. Discuss and approve purchase of new front door pad and/or intercom
   5. Position regarding solar panels and Air con
   6. Position regarding garden, including playhouse
   7. Position regarding disabled access into the building
   8. Approve alarming Fire exit door in corridor to main square.
   9. To consider appointing Plumber to sort Bathroom toilet taps and TMV.
   10. To approve overhaul of external guttering.
9. **Financial Report**
   1. To review additional income through donations and recycling.
   2. To approve any additional payments for August and those scheduled for September
   3. To review budget and update as required
10. **Hirers**
    1. Update regarding bookings
    2. Position regarding Just42
    3. To discuss and approve request to re-name room 1

Mrs Louise Rayment

Louise Rayment

Clerk to the Council and Responsible Finance Officer.

Rendlesham Parish Council