



Ottery St Mary Town Council

Minutes of the **STATION COMMUNITY HUB COMMITTEE MEETING** of **OTTERY ST MARY TOWN COUNCIL** on **WEDNESDAY 8TH JUNE 2022 AT 6.15 PM**. The meeting was held at the Council Offices, OSM EX11 1BZ

PRESENT: Councillors Martin (Chair) and Green (Vice Chair)

OTHER PERSONS PRESENT: Caroline Holmes and Kerry Kennell, Deputy CEO

SH22/06/01

TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Lucas and Jacqui Hayes

SH22/06/02

TO RECEIVE DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA AND RECEIPT OF REQUESTS FOR NEW DISCLOSABLE PECUNIARY INTERESTS (DPIS) DISPENSATIONS FOR ITEMS ON THE AGENDA

No interests were declared.

SH22/06/03

IN CONSIDERATION OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 (PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED): TO AGREE ANY ITEMS TO BE DEALT WITH AFTER THE PUBLIC AND PRESS HAVE BEEN EXCLUDED

It was **RESOLVED** that the following item be discussed in Confidential Session:
Agenda Item 7 – To receive an update regarding existing hirers of the building and to consider (and make a decision if appropriate) regarding the night that the second SPACE sessions will be held

SH22/06/04

TO RECEIVE THE MINUTES OF THE OTTERY HUB MANAGEMENT COMMITTEE OF 28TH APRIL 2022 (MINUTE REFS OH22/04/01 – OH22/04/13) AND TO APPROVE THE SIGNING OF THE MINUTES BY THE CHAIR AS A CORRECT RECORD

The Minutes of the Ottery Hub Management Committee Meeting of 28th April 2022 (*minute refs OH22/06/01 – OH22/06/13*) were reviewed and approved. The minutes were then signed as a true record of the meeting.

SH22/06/05

TO CONSIDER (AND MAKE A DECISION IF APPROPRIATE) AND UPDATE THE TERMS OF REFERENCE FOR THE COMMITTEE

The Terms of Reference were reviewed. It was felt that an additional budget would be required on top of the SPACE payments. Cllr Martin will speak to Cllr Stewart, Chair of Finance Committee regarding this and it will be discussed further at the next meeting. A spending plan for the grants already received will be agreed at the next meeting. Representatives from SPACE will be invited to the next meeting and asked to provide an update.

SH/06/06

UPDATE FROM BUILDING AND LAND USE REGARDING STATEMENT OF WORKS:

- a. **TO CONSIDER (AND MAKE A DECISION IF APPROPRIATE) QUOTATION TO REPLACE TWIN HEAD MODULATING HEATING PUMP**

It was **RECOMMENDED** to the Property and Land Committee that the twin head modulating heating pump should be replaced to ensure the building has heating.

- b. **TO CONSIDER (AND MAKE A DECISION IF APPROPRIATE) TIMESCALES FOR REDECORATION OF DOWNSTAIRS AND CONSIDER COMMUNICATION TO BE SENT TO EXISTING BUILDING USERS**

Decorating work will commence week commencing 11th July. The preparation work will be carried out before this time. The colours required need to be finalised and will be decided at the next meeting.

SH22/06/07

TO RECEIVE AN UPDATE REGARDING THE RECRUITMENT PROCESS FOR SPACE

SPACE have recruited a youth worker and a senior youth worker - Elliot and Rachel. The first session will start from 23rd June for the Seniors. The session for Inters will start from September.

SH22/06/08

TO CONSIDER (AND MAKE A DECISION IF APPROPRIATE) COMMUNICATION FROM ACTION EAST DEVON REGARDING MENTAL HEALTH SUPPORT IN OTTERY ST MARY

An email has been received from Action East Devon regarding mental health support in Ottery St Mary. It was **AGREED** that Action East Devon will be invited to a meeting in September to talk about this in more detail once the two SPACE sessions are up and running.

SH22/06/09

TO CONSIDER (AND MAKE A DECISION IF APPROPRIATE) REGARDING MARKETING AND BRANDING OF THE STATION COMMUNITY HUB

SPACE will lead on the advertising of the youth sessions and they are visiting The King's School. SPACE will share their marketing with the Council so that this can be shared on our social media platforms and website. Cllr Green will ask for a copy of the information. It was **AGREED** that further discussion regarding marketing and branding will be deferred until September when both sessions are running.

SH22/06/10

ANY FURTHER RECOMMENDATIONS FROM MEMBERS

There were none.

SH22/06/11

TO RECEIVE COUNCILLORS' QUESTIONS RELATING TO STATION COMMUNITY HUB MATTERS

There were none.

CONFIDENTIAL SESSION

SH/2206/12

TO RECEIVE AN UPDATE REGARDING EXISTING HIRERS OF THE BUILDING AND TO CONSIDER (AND MAKE A DECISION IF APPROPRIATE) REGARDING THE NIGHT THAT THE SECOND SPACE SESSIONS WILL BE HELD

It was **RESOLVED** that the Deputy CEO will confirm to existing hirers that they can continue using the Station Community Hub until the end of the Summer Term. Further information will be provided once the committee has met with SPACE regarding the second session.

The committee are aware that there have been some difficulties relating to a user of the building. The committee are liaising with the user and the neighbouring properties to the Station, and a meeting will be set up to offer support.

DATE OF NEXT MEETING: Tuesday 28th June 2022 at 6.15pm at The Council Offices.

SIGNATURE OF CHAIR	
DATE OF SIGNATURE	