



BURTON COMMUNITY CENTRE

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OVERVIEW

Since reopening the Centre on 22nd April in line with COVID Roadmap, we have invoiced approximately **£9000** (this sum does not include refundable deposits). Based on current bookings and enquiries we predict that we will continue to surpass the financial objective set out in our earlier report of £600 per month. **Based on confirmed bookings, the projected income for 2021/22 is £10,700**, this compared to total income of £9,656 from hirers over a four year period 2017-2021. This demonstrates the previous underuse of the community centre was not due to a perceived lack of parking spaces and poor acoustics.

All booking enquiries are acknowledged and then followed up, individuals invited to view the facility and discuss requirements. Booking details are then populated, confirmed by hirer before the invoice is raised by the Clerk and prepayment requested. One-off/party hirers are no longer issued with a key but rather met in person on the day of hire to be given access and receive building H&S and evacuation instructions. A BCC management team member returns at the end of the hire to check the premises and secure the building and grounds.

Feedback from all hirers remains positive.

BUILDING ACCESS SECURITY SYSTEM

Following the tweaks to the system phone airkey use now reports in real time but there is a 24 hr delay reporting on some fobs. The majority of regular hirers access the centre using their mobile phone app.

FIRE INSPECTION and FIRE RISK ASSESSMENT

Per previous report the 2021 FRA noted **“The premises has had modifications in the past which appear to have been made without due regard for fire safety”**. We continue to work through the recommended action list to remedy all areas of concern raised in the FRA and acknowledge it is essential any and all works approved by BWPC and carried out in the community centre must be to exacting standard, fully compliant and with consideration for the health and safety of employees, volunteers, hirers and visitors.

The creation of the firebreak between the sports hall and kitchen/reception area is progressing.

The partition between reception area and sports hall is now glazed with specified 30min fire protection. Aside from the natural light that now pours into the hall during the day the glazing has provided acoustic insulation between the reception and hall plus the added bonus of both areas being noticeably warmer.



GENERAL MAINTENANCE

In addition to the ppm schedule (various annual servicing requirements to remain compliant).

Corroding radiator panels in the sports hall and reception/kitchen require replacement – quotes sought

Roof Cleaning – estimated cost in region of £5000 – further quotes being sought

Sports Hall Flooring – estimated cost of replacement floor covering to be sought, although not an immediate requirement.

Consider installing hand drier in disabled toilet facility as regularly find hand towels blocking toilet.

Annual deep clean to be schedule in spring.

GROUNDS & PERIMETER

Having reviewed both leases and met with BCP representatives on site, it appears the land surrounding the community centre is owned and managed by Sovereign Housing and this includes the perimeter fencing.

Sovereign Housing own and are responsible for the access path behind fence at the rear of the Lineside properties. Mark Mallin, maintenance manager, met with representatives of the Community Centre Management Committee and we await an update from Sovereign on matters discussed.

Planting of hedging has yet to be arranged but it is still hoped this can be a community involvement opportunity.

The ground maintenance contract, currently rolling Dorset County Council, is due for renewal in March. As previously mentioned, Scott Mitchell, our Groundsman at the recreation ground would like the opportunity to tender.

CAR PARKING

Unauthorized use of the community centre car park has abated without issue since September. Hirers are happy with the number of parking spaces available and relieved they no longer have to contend with abandoned vehicles.

An anonymous letter was hand delivered to the community centre last week falsely accusing Maxine Mussell of removing the handmade no parking sign from the parking bay opposite the centre. Following receipt of the letter Alinda Howland searched the immediate area and was able to retrieve the sign from the stream and return it to its original position. The Clerk has written to the residents who park in these bays assuring them no member of the parish council removed the sign but rather felt the sign was a helpful reminder and asking future concerns and communication be directed to him.

CENTRE CLEANING and HOUSEKEEPING

Since September regular cleaning of centre has been carried out by Cllrs Mussell and Howland, and all the Covid touch point cleans that follow each hire have been carried out by Cllr Mussell as she lives closest. This arrangement needs to be formalized. Having sought guidance from DAPTC, the



Clerk reports, the parish council must demonstrate value for money is being achieved and all pecuniary interests be declared by parish councillors at each Meeting.

MARKETING

Supply and installation of single signage at the end of Sandy Plot at the junction of Martins Hill Lane was approved at the last meeting – Clerk to update.

In addition to providing event space for private hire such as children's parties at the weekend and privately run local hobby clubs, the centre now has eight regular hirers providing a range of activities Pilates, Baby Sensory, Karate, Children's Dance Classes, Dog and Puppy Training. We are hoping to increase our future offering to include more exercise and wellbeing classes.

COVID GUIDANCE

Current Covid guidance is communicated to all hirers each in turn being responsible for the ensuring their patrons adhere to the Government guidance as follows:

- With the exception of children aged 11 and under all others are required to wear a face covering on entering and moving around the community centre
- Those participating in an exercise or dance class may remove their masks for the duration of the class. Face masks must be worn before leaving the class
- All parents and attending adults must wear face coverings
- We also recommend you ask all those attending your hire sessions to take a lateral flow test and only attend if the result is negative