

**Notes of the Meeting of the Sevenoaks Community Centre User Group
Held on 14th January 2015 at the Community Centre**

Present: Cllr Robert Piper (Chairman), Cllr Andrew Eyre, Michael Richardson from Probus and Janet Davies from Sevenoaks Day Nursery.

In Attendance: Linda Larter, Town Clerk

Apologies for Absence: Cllr Simon Raikes

1. Minutes of the Meeting held on 10th September 2014.

It was noted that a quotation of £300 had been received to remove the kitchen taps and fit an Aquajet Pre Rinse Spray. It was agreed that this would be included in the specification for the new building.

RESOLVED: the Minutes of the Meeting be accepted as a true record.

2. RIBA Competition

Details and the timetable for the RIBA Competition for the appointment of architects for the new building were distributed and discussed.

RESOLVED:

Cllr Robert Piper and Janet Davies to be two of the seven judges for the RIBA Competition.

Linda Larter to meet separately with Janet Davies to discuss practical matters relating to combining the day nursery into the new community centre.

3. Quality of Service Feedback

Michael Richardson on behalf of Probus enquired about refunds when bookings had to be cancelled due to external matters for example flooding of the car park in October 2014. The Chairman confirmed that unfortunately this was not possible.

Michael Richardson also stated that he believed the operation of the facility including the caretaker provision worked very well.

4. Date of Next Meeting

Due to the arrangements for the RIBA competition a meeting would need to be arranged in the near future. Details to be forwarded asap.

5. Schedule of Meetings

All meetings to take place at 7 p.m. in the Bar Room at the Community Centre.

13th May 2015

24th June 2015

12th August 2015

14th October 2015

9th December 2015

3rd February 2016

23rd March 2016

There being no further business the meeting closed at 7.40 p.m.