**Minutes of the Community Centre Management Committee**

**(a Sub committee of Carbrooke Parish Council)**

 **held online on 22nd March 2021**

**Present:** P Warwick (Chair) S Cockman, H Crane (Breckland Council), J Rees, P Sampher, M Wormall. In attendance: N Hartley (parish clerk)

**1. Apologies**

Apologies were received from Veronica Colley and Georgia Long.

**2. Community Centre**

The Community Centre is expected to be handed over to the Parish Council before Christmas 2021. The aim of the Management Committee is to fit out the building and thereafter to take responsibility for its day to day management.

**3. Grants**

Helen Crane is to put forward a match-funding grant application to Breckland Council for a loop system in the building. Three quotes are being obtained.

**4. Competition**

Various ideas were discussed for use of the building. Shaun Cockman will investigate comparable pricing in other village halls/community centres. The aim is that the Community Centre will become a self sustaining business.

**5. Kitchen Facilities**

The clerk was asked to write to the developers to ascertain whether the kitchen will have an oven and also the number of cupboards in the kitchen.

**6. Existing Facilities**

It was noted that there is a fridge and microwave in the Community Cabin which could be used in the Community Centre, subject to testing. Similarly, there is a boiler in the Cabin.

**7. Specifications**

Phil Sampher will send everyone the building’s specifications.

**8. Next Meeting**

The next meeting will be at 7pm on April 14.

There being no further business, the meeting was closed at 8.10pm.