

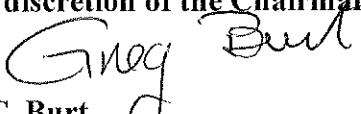


**Registered Charity No. 227480**

**To All Councillors on the Centre Committee,**

**You are duly summoned to a Meeting of the Centre Committee to take place on Wednesday 25 January 2023 at Billingshurst Centre at 7pm.**

**Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chairman.**

  
**G.C. Burt**  
**Clerk to the Council**

**19 January 2023**

## **A G E N D A**

1. Chairman's Announcements.
2. Apologies for Absence.
3. To Receive Declarations of Interest and Notification of Changes to Members' Interests.
4. Approval of the Minutes of the meeting on 14 December 2022 previously circulated; to confirm and sign the minutes as a correct record.
5. Matters Arising – not separate agenda items.
6. Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).
7. To approve payments for November-December 2022 - Appendix A.
8. To approve Bank Reconciliations Current & Main Reserve Accounts to
  - a. 30 November 2022 - Appendix B.
  - b. 31 December 2022 - Appendix C.
9. To approve Bank Reconciliations for 2nd Reserve Accounts to
  - a. 30 September 2022 - Appendix D.
  - b. 31 October 2022 - Appendix E.
  - c. 30 November 2022 - Appendix F.
10. To receive Budget Report for Q3 - Appendix G.
11. To consider annual increase in charges - Appendix H.
12. To receive Centre Manager's Report - Appendix I.

13. Any other matters for information only.

14. Date of Next Meeting – **Wednesday 22 February 2023**

**MEMBERS:** PB, KP, SW, SD, CG, PD

**Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.**

# APPENDIX A

Date: 20/01/2023

## Billingshurst Community Centre Current Year

Page 1

Time: 11:56

### Natwest Bank Accounts

#### List of Payments made between 01/11/2022 and 30/11/2022

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/11/2022	Quick Print Ltd	CARD	42.00		Raffle Tickets Xmas Fayre
01/11/2022	G S Builders	003945	80.00		Door Repair
01/11/2022	Baskets in Bloom	003946	50.00		Autumn Baskets
01/11/2022	A272 Design	003947	94.80		Village Tweet Ad Xmas Fayre
01/11/2022	Sussex Land Services	003948	246.00		Centre Contract
01/11/2022	ADT Alarms	003949	2,159.84		Work on fire panel
01/11/2022	Billingshurst Parish Council	003950	4,287.19		Payroll October 2022
01/11/2022	Horsham District Council	DD	114.00		No Domestic Rates 2022/23
02/11/2022	Billingshurst Parish Council	003951	2,000.00		Centre Services Agreement
04/11/2022	Amazon	CARD	55.98		Xmas Tree x 2
04/11/2022	Amazon	CARD	139.90		Christmas Bunting
04/11/2022	Wilkinsons	CARD	150.00		4 x Christmas Trees
04/11/2022	Correct	CORRECT	-55.98		Duplicate Entry
04/11/2022	Correction	CORRECT	-139.90		Duplicate entry
06/11/2022	Amazon	CARD	6.49		Tape Dispenser
07/11/2022	Amazon	CARD	195.88		Xmas Trees & Bunting
07/11/2022	Amazon	CARD	6.49		Tape Dispenser
07/11/2022	Amazon	CORRECT	-6.49		Duplicate entry
08/11/2022	Duplicate Payment	CORRECT	161.16		Duplicate Payment
09/11/2022	Amazon	CARD	24.99		Liquid Hand Wash
09/11/2022	Squeegee Clean	003952	581.00		Centre Cleaning
10/11/2022	The wellness tree	003953	4,902.34		Paid to us in error (Reimburse
10/11/2022	Duplicate Payment	CORRECT	170.64		Duplicate Payment
11/11/2022	Billingshurst Parish Council	003944	293.08		Reimbursement for Water Bill
11/11/2022	Amazon	CARD	16.00		Biscuit Jar
15/11/2022	SumUp Payments Ltd	CARD	154.80		Card Machine w/printer
15/11/2022	On Buy	CARD	59.99		IPAD for Centre
16/11/2022	Greg Burt	003954	100.00		Deposit for hog roast
16/11/2022	HMRC	BACS	1,284.00		VAT
16/11/2022	Floorstock Limited	CARD	57.78		Granwax Sportsclean
16/11/2022	Horsham District Council	BACS	34.68		Refuse Collection
16/11/2022	Squeegee Clean	003955	95.00		Window Cleaning
16/11/2022	Sussex Land Services	003957	246.00		Village Centre Contract
16/11/2022	Sign Quick	003956	36.00		Santas Grotto Signs
18/11/2022	Beeches Buffet	CARD	218.40		Catering
18/11/2022	drax	BACS	469.90		Electricity Bill
18/11/2022	Tesco	CARD	50.00		2 x prelit Trees
18/11/2022	Amazon	CARD	68.07		Xmas Dec, First Aid supplies
21/11/2022	Amazon	CARD	7.99		Ceiling Hooks
22/11/2022	HMRC	BACS	44.80		PAYE
23/11/2022	Amazon	CARD	28.80		Xmas Gift (card used in error)
24/11/2022	Amazon	CARD	31.49		Xmas Elf Costumes
25/11/2022	Beeches Buffet	CARD	104.52		Catering
25/11/2022	HMRC	BACS	1,389.48		Casual Staff Payroll
25/11/2022	Gear4Music	CARD	86.48		Wireless monitor
28/11/2022	Amazon	CARD	39.90		Disposable Cups
28/11/2022	Post Office	CARD	8.95		Postage for IPAD return

Continued on Page 2

## Natwest Bank Accounts

## List of Payments made between 01/11/2022 and 30/11/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/11/2022	Sainsburys	CARD	10.05		Dishwasher Tablets/Milk
28/11/2022	SEFE Energy	DD	167.59		Gas Bill
29/11/2022	Greg Burst	003958	780.00		Reimbursement for Hog Roast
30/11/2022	Beeches Buffet	CARD	371.52		Catering
30/11/2022	Natwest	BACS	79.24		Bank Charges
<b>Total Payments</b>			<u>21,600.84</u>		

## Natwest Bank Accounts

## List of Payments made between 01/12/2022 and 31/12/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2022	On Buy Refund	REFUND	-59.99		Refund on iPad
01/12/2022	Horsham District Council	DD	114.00		No Domestic Rates 2022/23
02/12/2022	Amazon	CARD	64.75		Xmas grotto decorations
03/12/2022	Sainsburys	CARD	5.00		Dishwasher tablets
06/12/2022	Sarah Newell	003959	108.85		Expenses Reimbursement
06/12/2022	Billingshurst Parish Council	003960	5,990.08		Payroll Recharge November 2022
06/12/2022	Correct slip 001778	CORRECTION	0.01		Correct difference
07/12/2022	Jodie Meyer	004021	27.70		Reimburse for Xmas Fayre
08/12/2022	Eco Print	CARD	159.55		Feather Flags
08/12/2022	Booker	DD	336.68		Catering supplies
12/12/2022	Beeches Buffet	CARD	120.60		Catering
12/12/2022	Squeegee Clean	004022	602.00		Centre Cleaning
13/12/2022	Sussex Land Services	004023	246.00		Village Centre Contract
13/12/2022	Sign Quick	004024	115.20		Christmas Fayre Signs
15/12/2022	Beeches Buffet	CARD1	49.15		Catering
15/12/2022	Wightman & Parrish	CARD/2	168.37		Cleaning Products
19/12/2022	Horsham District Council	DD	42.23		Refuse Collection
20/12/2022	Xmas Fayre	CARD	120.00		Xmas Fayre cash prize
20/12/2022	drax	DD	543.29		Electricity Invoice
20/12/2022	Divine Water Company Ltd	004025	55.13		Service on water machine
21/12/2022	Casual Staff	BACS	1,558.63		Salaries December 2022
22/12/2022	HMRC	BACS	49.80		PAYE
22/12/2022	Amazon	CARD	24.13		Speakers for reception
28/12/2022	SEFE Energy	DD	551.82		Gas Bill December
30/12/2022	Amazon	CARD	8.69		Staff Diary 2023
30/12/2022	Natwest	BACS	56.92		Bank Charges
<b>Total Payments</b>			<b>11,058.59</b>		

# APPENDIX B

Date: 14/12/2022

Billingshurst Community Centre Current Year

Page 1

Time: 11:39

## Bank Reconciliation Statement as at 14/12/2022 for Cashbook 1 - Natwest Bank Accounts

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest Current Account	30/11/2022	240	100.00
Business Reserve Account	30/11/2022	330	90,849.65
			<u>90,949.65</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
04/11/2022 CARD Amazon		55.98	
04/11/2022 CARD Amazon		139.90	
04/11/2022 CORRECT Correct		-55.98	
04/11/2022 CORRECT Correction		-139.90	
07/11/2022 CARD Amazon		6.49	
			<u>6.49</u>
			90,943.16
<u>Receipts not Banked/Cleared (Plus)</u>			
20/09/2022 BACS		56.88	
08/11/2022 BACS		161.16	
10/11/2022 BACS		170.64	
			<u>388.68</u>
			91,331.84
		<b>Balance per Cash Book is :-</b>	<b>91,331.84</b>
		<b>Difference is :-</b>	<b>0.00</b>

# APPENDIX C

Date: 17/01/2023

Billingshurst Community Centre Current Year

Page 1

Time: 12:03

Bank Reconciliation Statement as at 17/01/2023  
for Cashbook 1 - Natwest Bank Accounts

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest Current Account	31/12/2022	252	1,624.00
Business Reserve Account	31/12/2022	335	90,345.73
			<hr/> 91,969.73
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
07/12/2022 004021 Jodie Meyer		27.70	
20/12/2022 004025 Divine Water Company Ltd		55.13	
			<hr/> 82.83
			91,886.90
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			91,886.90
		<b>Balance per Cash Book is :-</b>	<b>91,886.90</b>
		<b>Difference is :-</b>	<b>0.00</b>

# APPENDIX D

Date: 17/01/2023

Billingshurst Community Centre Current Year

Page 1

Time: 12:07

Bank Reconciliation Statement as at 17/01/2023  
for Cashbook 3 - Natwest 1042

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest 1042	30/09/2022	50	60,247.19
			<u>60,247.19</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			60,247.19
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			60,247.19
		<b>Balance per Cash Book is :-</b>	<b>60,247.19</b>
		<b>Difference is :-</b>	<b>0.00</b>



# APPENDIX E

Date: 17/01/2023

Billingshurst Community Centre Current Year

Page 1

Time: 12:08

Bank Reconciliation Statement as at 17/01/2023  
for Cashbook 3 - Natwest 1042

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest 1042	31/10/2022	51	60,266.83
			<u>60,266.83</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			60,266.83
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			60,266.83
		<b>Balance per Cash Book is :-</b>	<b>60,266.83</b>
		<b>Difference is :-</b>	<b>0.00</b>

# APPENDIX F

Date: 17/01/2023

Billingshurst Community Centre Current Year

Page 1

Time: 12:09

Bank Reconciliation Statement as at 17/01/2023  
for Cashbook 3 - Natwest 1042

User: SARAH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Natwest 1042	30/11/2022	52	60,301.50
			<u>60,301.50</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			60,301.50
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			60,301.50
		Balance per Cash Book is :-	60,301.50
		Difference is :-	0.00

**Billingshurst Community Centre Current Year  
Annual Budget - By Centre (Actual YTD Month 10)**

APPENDIX G

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>100</b>	<b><u>Billingshurst CCC</u></b>								
1000	0	14,154	0	23,228	0	0	0	0	0
1005	0	28,902	0	21,675	0	0	0	0	0
1009	0	1,515	0	0	0	0	0	0	0
1010	0	23,252	0	14,478	0	0	0	0	0
1011	0	202	0	233	0	0	0	0	0
1012	0	1,930	0	1,844	0	0	0	0	0
1013	0	0	0	185	0	0	0	0	0
1014	0	183	0	256	0	0	0	0	0
1015	0	9,340	0	6,743	0	0	0	0	0
1016	0	0	0	1,040	0	0	0	0	0
1017	0	752	0	533	0	0	0	0	0
1018	0	-220	0	0	0	0	0	0	0
1019	0	0	0	-42	0	0	0	0	0
1020	0	0	0	133	0	0	0	0	0
1021	0	209	0	25	0	0	0	0	0
1024	0	215	0	0	0	0	0	0	0
1025	0	2,659	0	5,719	0	0	0	0	0
1027	0	1,750	0	1,838	0	0	0	0	0
1031	0	0	0	290	0	0	0	0	0
1034	0	1,746	0	3,508	0	0	0	0	0
1035	0	65	0	124	0	0	0	0	0
1036	0	14	0	281	0	0	0	0	0
1040	0	11,966	0	0	0	0	0	0	0

Continued on next page

**Billingshurst Community Centre Current Year  
Annual Budget - By Centre (Actual YTD Month 10)**

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1041 COVID-19 Grant	0	19,000	0	0	0	0	0	0	0
1046 Furlough	0	6,550	0	0	0	0	0	0	0
1047 Garage Project (inc)	0	47,712	0	57,284	0	0	0	0	0
1048 Garage Rent	0	117	0	1,800	0	0	0	0	0
<b>Total Income</b>	0	172,014	0	141,176	0	0	0	0	0
4056 Electric Charge Point	0	0	0	300	0	0	0	0	0
<b>Direct Expenditure</b>	0	0	0	300	0	0	0	0	0
4000 Catering (Exp)	0	2,538	0	4,655	0	0	0	0	0
4010 Marketing & Publicity	0	0	0	318	0	0	0	0	0
4013 Event costs	0	744	0	1,729	0	0	0	0	0
4015 Pay - Permanent Staff	0	44,263	0	40,645	0	0	0	0	0
4020 Pay - Casual Staff	0	11,654	0	12,199	0	0	0	0	0
4025 Staff Training	0	0	0	760	0	0	0	0	0
4030 Rates	0	575	0	1,126	0	0	0	0	0
4035 Water Rates	0	395	0	434	0	0	0	0	0
4040 Refuse Collection	0	357	0	321	0	0	0	0	0
4045 Insurance	0	4,497	0	810	0	0	0	0	0
4050 Electricity	0	4,927	0	3,945	0	0	0	0	0
4055 Gas	0	3,393	0	1,717	0	0	0	0	0
4060 Stationery & Photocopying	0	733	0	767	0	0	0	0	0
4063 Office Equipment	0	30	0	0	0	0	0	0	0
4065 Postage	0	89	0	9	0	0	0	0	0
4070 Telephone	0	442	0	0	0	0	0	0	0

Continued on next page

**Billingshurst Community Centre Current Year  
Annual Budget - By Centre (Actual YTD Month 10)**

14:22

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4075 IT/Computer Consumables	0	1,059	0	952	0	0	0	0	0
4080 Maintenance & Improvements	0	12,269	0	16,358	0	0	0	0	0
4085 Ad Hoc Repairs	0	252	0	30	0	0	0	0	0
4090 Cleaning	0	4,642	0	5,447	0	0	0	0	0
4095 Grounds Maintenance	0	2,207	0	2,035	0	0	0	0	0
4102 Garage Project	0	82,847	0	0	0	0	0	0	0
4103 Centre toilets, doors and hall	0	1,004	0	10,239	0	0	0	0	0
4105 Professional Fees	0	9,761	0	-718	0	0	0	0	0
4106 Licences	0	1,137	0	91	0	0	0	0	0
4107 Accountancy and Audit Fees	0	560	0	1,000	0	0	0	0	0
4110 Sundry Expenses	0	1,566	0	1,342	0	0	0	0	0
4115 Bank Charges	0	35	0	401	0	0	0	0	0
4117 Customer Refund	0	0	0	43	0	0	0	0	0
4125 Service Agreement	0	2,000	0	2,000	0	0	0	0	0
4200 Depreciation Yearly Charge	0	17,934	0	-17,934	0	0	0	0	0
<b>Overhead Expenditure</b>	0	211,910	0	90,719	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	0	(39,896)	0	50,157	0	0	0	0	0
<b>Total Budget Income</b>	0	172,014	0	141,176	0	0	0	0	0
<b>Expenditure</b>	0	211,910	0	91,019	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	0	(39,896)	0	50,157	0	0	0	0	0

**BILLINGSHURST COMMUNITY & CONFERENCE CENTRE**

**CENTRE COMMITTEE**

**25 JANUARY 2023**

**INCREASE IN HIRE CHARGES**

**REPORT BY CLERK TO THE COUNCIL**

**FOR DECISION**

Each year the Committee considers charges for hirers and other users of the Centre in the forthcoming financial year.

Previous increases have been as follows:

2017-18	0%
2018-19	3%
2019-20	1%
2020-21	1%
2021-22	1%
2022-23	3%

The Centre Manager has commented that:

*I have attached a sample of what our new pricing structure would look like with a 5% increase. Currently our pricing makes little sense: we offer the Main Hall at the same rate as the Stanley Room, Council Chamber 1 & Council Chamber 2, although our largest and most desirable room - I believe we should be charging slightly more. Again, with the commercial half day rate we offer Committee Room 2, our smallest room at the same rate as Council Chamber 1 & Council Chamber 2. The prices should reflect the available space.*

Clearly with the current increases in the cost of providing services, regrettably we need to pass as much as is acceptable onto users.

The Committee is invited to determine the increase in hire charges for the forthcoming year.

# ROOM HIRE RATES

## 1st April 2022

# EXISTING

All figures are gross (inc VAT@ 20%)	Party Rate (Adult)	Party Rate (Children)	Local Non Commercial	Local Commercial	Commercial Half Day	Commercial Full Day
	£256 for Main Hall, Kitchen and Stanley Room from 5pm onwards. Music until 11pm and building empty by midnight.	(under age 13) Minimum 3 hrs	per hour	per hour		
	Deposit of £250 is to be paid (returned the following week all being well). Plus £22 for licence if intend to sell alcohol.					
<b>Main Hall</b>		£17.05	£17.05	£18.96	£150.84	£284.19
<b>Stanley Room</b>		£15.95	£15.95	£18.96	£118.04	£181.44
<b>Kitchen (For Exclusive use)</b>		£12.58	£12.58	£16.51	n/a	n/a
<b>CR2</b>	n/a	n/a	£13.78	£17.60	£118.04	£170.52
<b>CC1</b>	n/a	n/a	£15.95	£18.96	£118.04	£181.44
<b>CC2</b>	n/a	n/a	£15.95	£18.96	£118.04	£181.44
<b>CC12</b>	n/a	n/a	£31.92	£37.60	£201.12	£329.00
<b>Full Complex</b>	n/a	n/a	n/a	n/a	n/a	n/a



# ROOM HIRE RATES PROPOSED

All figures are gross (inc VAT@ 20%)	Party Rate (Adult)	Party Rate (Children)	Local Non Commercial	Local Commercial	Commercial Half Day	Commercial Full Day
	£268 for Main Hall, Kitchen and Stanley Room from 5pm onwards. Music until 11pm and building empty by midnight. Deposit of £250 is to be paid (returned the following week all being well). Plus £22 for licence if intend to sell alcohol.	(under age 13)	per hour	per hour		
		Minimum 3 hrs				
<b>Main Hall</b>		£17.90	£17.90	£20.00	£158.38	£298.40
<b>Stanley Room</b>		£16.75	£16.75	£19.91	£123.94	£190.51
<b>Kitchen (For Exclusive use)</b>		£13.21	£13.21	£17.34	n/a	n/a
<b>CR2</b>	n/a	n/a	£14.47	£18.48	£120.40	£179.05
<b>CC1</b>	n/a	n/a	£14.75	£19.90	£123.94	£190.51
<b>CC2</b>	n/a	n/a	£16.75	£19.90	£123.94	£190.51
<b>CC12</b>	n/a	n/a	£33.52	£39.49	£201.12	£345.45
<b>Full Complex</b>	n/a	n/a	n/a	n/a	n/a	n/a

\* Main Hall local commercial rate increased by 5.5% \*

\* Committee Room 2 commercial half day rate increased by 2%\*



## APPENDIX I

### BILLINGSHURST COMMUNITY & CONFERENCE CENTRE

#### CENTRE COMMITTEE

25 JANURAY 2023

#### MANAGER'S REPORT

##### FOR INFORMATION

We are delighted to report that HDC have formerly approved our bid for £145,148.45 of S106 funds towards major improvements to the Centre totalling £177,000. The residue will be made of up CIL funds and facilitate the refurbishment of toilets, two sets of automatic doors at the main entrance, and new windows and chair storage area in the Main Hall. Architects who will also project manage the scheme have been instructed to proceed. Thanks to Parish Office staff who have pursued these funding streams which will deliver the biggest improvements to the Centre since the extension was completed approximately 20 years ago. (Update: the appointed contractor has advised that as the tender was submitted last August, there may be an increase in the price of up to 10%, TBA. In the interim, we have submitted a bid to the Platinum Jubilee Fund for Village Hall improvements to cover this potential shortfall.)

We have been advised that the electric vehicle charging (EVC) points could be installed as early as this Spring. Cllrs will be asked to approve the lease and, in the meantime, advice has been sought as to whether we need to get the Charity Commission's permission for what might be considered, albeit by leasehold, a disposal of charitable land.

An application has been made to HDC's Climate Change Fund, to meet the £1,200 approximate cost of replacing all lighting in the Centre's reception area and main corridor with LED low energy lighting. Continuing this theme, to make our Centre even more energy efficient the backstage lights in the WCs and corridor are now working on sensors - it's a small change which will hopefully see a difference in the long run.

The long-awaited smoke detectors are due to be installed in our loft spaces within the month; the equipment is on site and I'm just waiting on a start date from ADT.

A suggested increase in hire charges is covered elsewhere on the agenda.

Lastly, as I write this report I'm listening to chatter and laughter over a cuppa coming from the Stanley Room: this is our first Warm Hub session and it's been the remedy these visitors clearly needed, I'm so glad we were able to accommodate it. Age UK are in attendance, offering advice and support alongside the Neighbourhood Wardens. A big thanks to the Clerk for providing the reading materials, jigsaws, and games. I'm hoping every week the word will get around and we will see even more vulnerable people take advantage of this service.

The Committee is invited to note this report.