



BRADNINCH TOWN COUNCIL
MINUTES

**The Guildhall
Bradninch
Exeter, Devon**

Minutes of the Bradninch Youth Centre Trust Meeting
(Trustees: Bradninch Town Council)

Monday 12th May 2025, The Guildhall, following the monthly Council meeting

Meeting commenced at 8.40pm.

Present: Cllr E Ottery, Cllr S Birley, Cllr L Taylor, Cllr L Mottram, Cllr S Crawford, Cllr P Andrews, Cllr P Chambers, Cllr S Glendinning, Cllr S Lefebvre, Cllr I Wild, Cllr J Blythe.

In attendance: Clerk, Mrs A Marshall, County Councillor J Buczkowski.

- T/25/01 Bradninch Youth Centre Trust Meeting Minutes:** Noted that the last meeting minutes of 13th January 2025 were signed off by full Council at its 10th February 2025 meeting as a correct record.
- T/25/02 Bank Account balance:** Noted that the balance as at 30th April 2025 was £21,040.58.
- T/25/03 Grant Funding given:** Noted that the previously agreed £1,000 of grant funding to local 'youth related' groups was paid in April 2025.
- T/25/04 Annual Insurance:** Noted that the insurance renewal premium of £412.72 was paid in April 2025 following a review of the policy documents by full Council.
- T/25/05 Annual Rates (MDDC):** Noted that the annual direct debit to MDDC of £148.21 was paid in April 2025.
- T/25/06 West End Hall car parking spaces:** Noted that the following updates were agreed by full Council in February 2025 -
- i) Spreading of the annual car parking space fee - RESOLVED not to allow this process due to the additional overhead costs it would involve. Annual increases would continue to be noted well in advance within the Bradninch Youth Centre Trust meeting minutes for public view.
 - ii) Parking spaces are not always available for tenants - RESOLVED to allow residents, at their own expense, to purchase spare number plate(s) to fix to West End Hall (2 screws per plate) at the head of relevant parking spaces. Removal of plate(s) and making good the wall at the end of a tenancy would be a requirement, as would keeping the plate(s) up to date when vehicles are changed. Tenants notified.
 - iii) Youth Club representative resignation. Due to the resignation of Cllr M Taylor from the Youth Club Committee, Cllr P Andrews volunteered to join. Cllr M Taylor to take this forward.
- T/25/07 Fire Safety at West End Hall:**
- a) A fire extinguisher needs to be changed – the Clerk had been given delegated authority to purchase a new fire extinguisher up to a budget of £500. The Clerk and Cllr Andrews would take this outstanding matter forward.
 - b) A fire safety policy, a fire risk assessment and a training plan needs to be considered/put in place - Cllr Ottery had provided information and Cllr Andrews was in the process of creating the documents for Council consideration.
 - c) Fire Exit signs, and others, need to be purchased and put in place - the Clerk had been given delegated authority to purchase the required signs within the £500 budget noted above. The Clerk and Cllr Andrews would take this outstanding matter forward.

- T/25/08** **Fire Door/Back Door:** Councillors reported that the back door appeared to be working without issue currently so it was RESOLVED to remove this matter from the agenda.
- T/25/09** **Light fitments:** Recommendations and quotes were pending from the electrician.
- T/25/10** **External pointing work to West End Hall:** Following various quotes and recommendations, the Town Warden had volunteered to take this work on within his allocated weekly hours. RESOLVED that Cllr Andrews meet with the Town Warden to put a plan of action together for consideration by full Council.
- T/25/11** **External stopcock replacement via South West Water:** South West Water had been notified of the need for a new access point in order to get to the stopcock. No response, Clerk to chase.
- T/25/12** **Councillor/Clerk comments:** None.

The meeting closed at 8.51pm

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