



WEST DEAN PARISH COUNCIL

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WEST DEAN CENTRE MANAGEMENT COMMITTEE

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Date of Meeting: Wednesday 15th January 2025

Held At: 6.30pm in Witherby Room of the West Dean Centre

Present: Cllr M Costley, B Evans, A Betenson, A Grant, J Richmond & B Freshwater.
R Julius, W Kear, A Sargent & L Smallpage-Mitchell – User Groups

Clerk: P Holland

1 Apologies:

J Hutchens – User Groups

2 Declarations of Interest:

None received

3 Business Plan:

Cllr Freshwater tabled a proposal for the West Dean Centre and its business plan, this was discussed in detail by the meeting. This was proposed by Cllr Evans, seconded by Cllr Betenson, with the Committee voting 8 in favour and 1 abstention to accept the proposal. The Committee requested that it be presented to Governance & Scrutiny Committee at their March Meeting for discussion and approval for presentation to Full Council.

It was agreed that a West Dean Centre Manual, which covered the following items, utility shut off, electrical fuse boxes and useful contact numbers etc. is to be developed and the deputy clerk was tasked with its production.

The development of an out of hours contact system was also discussed, a suggestion that either another phone line or separate device option be added to the West Dean Parish system with a rota being developed for weekend cover. Further discussion will be needed on this proposal as this would need to be formalised within the staff contracts through the appropriate amendment via Council and consultation with staff process.

4 Dates of next meetings.

To be determined.