



Charity No: 1172037

Bembridge, Brookside, Telford, TF3 1NE

Tel: 01952 382180

15th July 2019

Dear Stirchley and Brookside Parish Council,

I am writing on behalf of the Brookside Central C.I.O. trustees, to seek permission to relocate the public PCs from the left-hand side of the Café area, where they are currently located, to the opposite wall in the café area, so that they are adjacent to the reception desk.

I am aware that this has been in the plan some time to relocate the public PCs, and that Gillian Bailey had suggested we write to the parish council as the lease holders to gain permission for this work to go ahead.

Moving the PCs to the right-hand side of the café area will not only free up much needed space for the café; but will also make it easier for staff to help support the public when they are using the PCs. This relocation is also of utmost importance in relation to accessibility in relation to the 2010 Equality Act, as their present location means that access is restricted, the relocation would remedy this issue.

Should we get the go ahead I can confirm that the work would of course be carried out by qualified professionals.

Your sincerely

Elizabeth Wilkinson.

Elizabeth Wilkinson

Manager

Brookside Central CIO

Brookside Community Centre