



Goostrey Parish Council

VILLAGE HALL MANAGEMENT COMMITTEE

MINUTES OF THE MEETING ON MONDAY 23rd MAY 2016 AT 7.00PM IN THE SUNSHINE ROOM

Present: Cllrs Bennett Cllr Lenihan, J Schurer-Lewis, L Atkins, E Brandreth, S Jones, S Ball, S Jones & T Collins

1. Election of Chairman and Vice Chairman – Cllr Bennett was voted Chairman and Cllr Lenihan Vice-Chairman.
2. Declarations Of Interest - None
3. Apologies For Absence – Apologies were received from R Nicholson and R Cowell.
4. Minutes Of Meeting Of 22nd February 2016 – The minutes of the meeting of 22nd February were approved as a true record of the meeting.
5. Actions From The Meeting Of 22nd February 2016
 - a. The Committee also agreed to ask the Parish Council for permission to donate the green cups and saucers and the same number of dinner plates to the Pavillion (so long as the Village Hall retains enough of the green plates and bowls to supplement the current patterned plates and bowls. **Completed.**
 - b. School to check the terms of use of the field with CEC and also ask why is the joint use agreement 40 years long as there does not appear to be any mention of it in the original agreement. JSL reported that Barry Pitt of CEC would bring someone able to discuss this issue to the Annual Meeting in September.
5. Village Hall Security & Lighting- No items to discuss.
6. Cleaning & Caretaker Arrangements – Rose Day 2016 – SJ reported that she had agreed with Rose Day to provide the same monitoring service for the VH toilets as was provided last year.
7. Village Hall Improvements – Exterior Notice Boards – SB reported that she had acquired two indoor/outdoor movable notice boards from the Co-op free of charge for use by the Village Hall.
8. Village Hall Maintenance/Repairs
 - Re-varnishing of the stage – SJ thanked the School Caretaker for sanding and revarnishing the stage to get rid of the splinters. The Committee agreed to accept the charge for the materials for the work via the recharge.
 - Leaking valve in Bar Servery Ceiling – The cost for this will be in between £1000 to £1500 plus VAT. The Committee agreed the sum which now needs to be approved by the Parish Council. The work will be scheduled during the school holidays.
 - Replacement of glass in windows in the Committee Room & re painting the Committee Room. SJ reported that the cost would be £100 + VAT for one window and £180 + VAT for two. Clear glass would be used as the current reeded glass is no longer available and is no longer required. This cost for the replacement was approved by the VHMC. SJ also asked if the committee would give permission for the Committee Room to be painted as it was looking very dull and tired. **Action:** SJ to arrange for the windows to be replaced.

- Broken notice board in the entrance hall – SJ reported that the glass on the notice board had been broken. The committee agreed that the glass was not necessary and could be removed. Action: SJ to arrange for the glass to be removed and disposed of.
 - Arrange a date for School Caretaker to clean the Lounge Carpet. SJ asked if it was possible to arrange a date during the school holidays. JSL agreed that SJ could approach the school caretaker direct and she would charge the Parish Council for his time to complete the task through the recharge.
 - Hall Floor annual maintenance booked for wc 22nd August 2016.
9. Late Payments - Report On Overdue Payments - Notice Of Liquidation Of Hirer Who Has Not Paid. SJ notified the committee that a hirer who currently owed the Parish Council for a booking to the value of £52.00 had gone into liquidation and that she had applied to the liquidator for funds. As yet it is not know if we will receive any payment.
10. Any Other Business
- Dog fouling on School Field – JSL said there had been no further incidence of this issue.
 - Online Training – JSL reported that the School was required to use CEC online training and that Village Hall staff were welcome to book these courses. The courses are:
 - Asbestos £55
 - Legionella £68
 - Fire Safety £55
 SJ to notify JSL if any courses are required for VH staff.
 - SJ mentioned that Roberts Bakery had requested dates for the Goosfest Bakery Class again this year in October. JSL confirmed the dates were ok. However, SJ requested that a limit to the number of people attending should be made. The Committee agreed that a maximum of 10 people to attend the courses in the School Kitchen and 2 bakers from Roberts Bakery. JSL instructed that the kitchen must be thoroughly cleaned after each event and that only the moveable work surfaces should be used and if extra space was needed a table from the Village Hall could be used. Under no circumstances are the tops of the freezers to be used for any purpose.
11. Date Of Next Meeting – 26th September 2016.