



# Goostrey Parish Council

## VILLAGE HALL MANAGEMENT COMMITTEE

### MINUTES of the MEETING on MONDAY 14<sup>th</sup> SEPTEMBER 2015

**Present:** Cllr R Bennett (RB), Cllr C Caulkin (CC), L Atkins (LA), J Schurer- Lewis (JSL), E Brandreth( EB), R Nicholson (RN), S Ball (SB) and T Collins.

**Apologies:** Terry Collins.

**In attendance:** Sharon Jones, Clerk to the Parish Council and Village Hall Manager

1. **Declaration of Interests** - None.
2. **Apologies for Absence** – Terry Collins
3. **Minutes of the Meeting of 23<sup>rd</sup> March 2015.**

**Approved:** The minutes were approved as a true record of the meeting.

#### 4. **Actions from the Meeting of 3<sup>rd</sup> June 2015.**

- a. Old School House hedge. *Completed: Croppers have cut back the hedge.*
- b. ROSE DAY – Toilet Hire and VH Toilet monitoring/cleaning. *Completed: No problems with the toilets at VH on Rose Day.*
- c. Stage lighting has been replaced by Potts as the tubes were obsolete and a safety fitting would be required.
- d. Clerk to arrange for the spare chairs in the Committee Room are to be taken to the Pavilion. **Action:** *Clerk to ask Scouts if they want the chairs and if so they can be stored at the Station or elsewhere until the New Youth Facility is built.*
- e. Clerk to investigate purchase of square folding tables (x6) for events in the hall (need to be similar to those in the lounge but must fold or stack to save space when not in use. **Closed:** *This is not a priority, do not progress for the time being.*
- f. JSL to arrange for Worth's check the water heating system. *Completed: Water pump was replaced.*

5. **VH Security & Lighting** - JS-L reported that there had been some failures in the Emergency Lighting Tests. Potts will make repairs.

6. **Cleaning and caretaking** – Nothing to discuss.

7. **Village Hall Improvements** – RB explained that the replacement of Village Hall Entrance Hall, Lounge, and Bar Served Ceiling and Lighting is estimated to cost £4,000.00. The Parish Council has said that the decision to do the work lies with the VHMC so long as it is within budget. The VHMC approved the works.

The Clerk said that an updated Flushing mechanism is required in the Mens' Toilets, as the current cistern flushes too often. It is requested that a PIR activated flushing system is purchased which will only flush when needed and will do a service flush after 12 hours of inactivity. The committee agreed to the purchase of the new valve and fitting of the valve. The valve costs £140.00 plus VAT and Delivery and fitting.

**8. Late Payments – None.**

**9. Joint Use Agreement** – RN reported that he had not been able to complete the draft agreement. CEC had made it clear that the existing agreement will stay in place for 40 years, the PC and School need to liaise on any changes that might need to be made to general operation to bring procedures up to date.

**10. Village Hall Car Park** – RB reported that the Red Lion would now be allowing Sunday Church goers to park in their Car Park. However they still need to agree if this can be extended to Weddings and Funerals. The Committee decided to see if this improves the situation of people parking in the VH car park for Weddings and Funerals when they have not booked the Village Hall for a reception or wake.

**11. Any Other Business -**

- Keyholder Arrangements for Goosfest – Clerk reported that Goosfest would have a special bunch of keys with only keys on it that they need. The cupboard next to the Parish Office will be left open for Goosfest events. Goosfest have promised a list of keyholders for each event.
- Toilet arrangements for Folk Weekend – Janet Ollier will clean the toilets during the folk weekend and after the event. Only the disabled toilet will be used by members of the public. The other toilets will be used by Goosfest volunteers and the acts.
- Budget 2016/17 – A VHMC budget meeting was arranged for 20<sup>th</sup> October at 7pm.
- Correspondence – Letter from a hirer asking for a fixed rate booking fee when booking a year in advance. The request was refused and the booking form has been updated indicating that all bookings incur fees at the time of the event not the time of booking.

**12. Date of Next Meeting** – 23rd November 2015 at 7pm in the Sunshine Room.