



# Goostrey Parish Council

## VILLAGE HALL MANAGEMENT COMMITTEE

MEETING ON TUESDAY 8<sup>th</sup> JANUARY 2018 at 6.00 – 7.00PM

in the VILLAGE HALL, LOUNGE

### AGENDA

1. DECLARATIONS OF INTEREST
2. APOLOGIES FOR ABSENCE
3. MINUTES OF MEETING OF 27<sup>TH</sup> NOVEMBER 2018
4. ACTIONS FROM THE MEETING OF 27<sup>TH</sup> NOVEMBER 2018
  - a. JS-L to remind the School Caretaker to check the door is locked after School Sports on a Friday morning.
  - b. Proposal to replace Windows in the Lounge and Main Hall - SJ to put this forward to the Parish Council at the Meeting on 11<sup>th</sup> December.
  - c. LA & JS-L to have a look at the GoPak tables at the Scout Hut and Youth Centre and report back to SJ on their suitability for use in the Village Hall.
  - d. SJ to round the figures up or down to the nearest 50 pence, and to review the cost of caretaker services and caretaker services with cleaning in relation to the hourly rate of the Village Hall supervisor and to provide figures for the Lounge. The figures should be circulated to all members of the Committee before the next meeting. The Parish Council would need to approve the figures and they need to be notified to hirers as soon as possible.
  - e. LA asked if SJ could find out how many hours the School and PTA were entitled to use free of charge. **Action:** SJ to find out and inform LA.
  - f. SJ to communicate the timescale for alternative Friday bookings to the Rural Touring Theatre and Goosfest.
5. VILLAGE HALL SECURITY & LIGHTING
6. CLEANING & CARETAKER ARRANGEMENTS
7. VILLAGE HALL MAINTENANCE/REPAIRS
8. LATE PAYMENTS - Report on overdue payments
9. REVIEW OF HIRE AND SERVICE CHARGES FOR 2019/20
10. CAPITAL PROJECTS – Bar Servery update, Stage Lighting, Tables & Chairs
11. ANY OTHER BUSINESS
  - Joint Use Working Group
12. DATE OF NEXT MEETING – To be decided.