



Goostrey Parish Council

VILLAGE HALL MANAGEMENT COMMITTEE

AGENDA on TUESDAY 14th JUNE 2022

at 6.00 PM in the VILLAGE HALL, LOUNGE

1. ELECTION OF CHAIRMAN

2. ELECTION OF VICE CHAIRMAN

3. DECLARATIONS OF INTEREST

4. APOLOGIES FOR ABSENCE

5. MINUTES – To approve the Minutes of the meeting on 8th March 2022 View Minutes at:

- <https://goostreyparishcouncil.gov.uk/wp-content/uploads/2022/03/VHMC-Meeting-08032022-Minutes-Draft.pdf>

6. ACTIONS FROM THE LAST MEETING

- Joint Use Agreement discussions - Clerk to inform the Parish Council and to contact CEC to request a suitable date – PC informed but no date set with CEC yet. **Action:** JS-L and Clerk to arrange a date for the meeting to take place September/October 2021. **Update:** Both JS-L and the Clerk have attempted to organise a meeting with members of CEC however, there has been no response. JS-L suggested that it may be possible to have a meeting with the head of the Schools Accounts Team, but that it would be appropriate to have a representative from CEC Legal Department. **Actions:** The Clerk and JS-L will continue to try to organise the meeting. Clerk to contact our Ward Councillor for assistance in identifying an appropriate representative of the CEC Legal Department.
- Hall Floor Refurbishment –Needs further investigated as it appears some of the ventilation may have been blocked when the ramp was installed. Investigation by a specialist may be required as the floorboards were cupped before the floor was sanded and this means that the wood on the edges of the boards is reduced in thickness. **Action:** Clerk to speak with properties department regarding moisture retention under the floor which may have been caused by the installation of the ramp. Clerk to progress with CEC Properties and possibly Cllr. Kolker.
- Updated VH Risk Assessment – The VHMC will continue to update the Risk Assessment and corresponding procedures at the VH in line with government and ACRE guidance in relation to COVID-19. **Update:** Posters have been updated to more accurately reflect the current situation and guidance on keeping everyone safe with a focus on encouraging personal responsibility.
- Storage Space in the Village Hall - The committee were advised that there is some bad feeling about this. The Clerk explained the reasons for this course of action. **Action:** It was agreed that the Clerk would try to clarify the reasons for this action being taken in the Parish Council Newsletter. This would seek to address and correct the perception that the Village Hall is no longer operating for the benefit of the community. It could also be used as an opportunity to ask the community to consider whether they can offer storage space to groups who require it. **Complete.**
- Provision of Skip – To dispose of Parish Council refuse from the loft and to allow other groups to dispose of any unwanted items as they go through the process of removing property from the loft space. **Action:** Clerk to obtain quotes and to liaise with the school about placement of the skip.

- vi. New Loft Ladder - **Action:** Clerk to arrange for a new quote.
- 7. **VILLAGE HALL MAINTENANCE/REPAIRS** – To report any planned maintenance or repairs and highlight any future requirements.
- 8. **CARETAKING & CLEANING** - Report from VH Supervisor(s) on Bookings and Caretaking arrangements.
- 9. **PLANS FOR ROSE DAY** – To confirm and update on any preparations for Rose Day.
- 10. **VILLAGE HALL MARKETING PLAN UPDATE** – To provide an update on actions since the last meeting.
- 11. **PARISH COUNCIL ORGANISED EVENTS** – Review of the Platinum Jubilee Event.
- 12. **VILLAGE HALL PRICING EVALUATION** – To consider any further information and assess the impact of the changes.
- 13. **BUDGET REVIEW** – See report in document pack
- 14. **VILLAGE HALL RESILIENCE** – To discuss any planned annual leave and level of cover required.
- 15. **CORRESPONDENCE** - To review any correspondence received since the last meeting.
- 16. **MINOR ITEMS AND ITEMS FOR THE NEXT MEETING**
- 17. **DATE OF NEXT MEETING** – Tuesday 6th September 2022.