



Goostrey Parish Council

VILLAGE HALL MANAGEMENT COMMITTEE

Tuesday 6th June 2023 at 6pm in the Village Hall, Lounge

AGENDA

1. **Election of Chairman:** To elect a committee Chairman for 2023/24.
2. **Election of Vice Chairman:** To elect a committee Vice Chairman for 2023/24.
3. **Declarations of Interest:** To receive any declarations of interest.
4. **Apologies for Absence:** To receive any apologies for unavoidable absence.
5. **Minutes:** To approve the minutes of the meeting on 7th March 2023. [View draft minutes.](#)
6. **Terms of Reference:** To review and approve the committee's terms of reference. [View document.](#)
7. **Actions from the Last Meeting:**
 - a) Village Hall Recharge – Cheshire East Council (CEC) have made contact and have provided the recharge figures from 2018/19 – 2022/23, the invoices are still awaited plus the breakdown for the costs for years 2021/22 and 2022/23. **See document pack.**
 - b) Government Decarbonisation Scheme Grant – Enquiry sent on 11/04/23 no response received.
8. **Village Hall Maintenance/Repairs:** To report any planned maintenance or repairs and highlight any future requirements.
 - a) **Gutter cleaning** – To approve cleaning the Village Hall gutters.
 - b) **Village Hall Planting** - To consider and approve replacing the dead shrubs in the Village Hall flower bed.
 - c) **Soap Dispensers** – To consider and approve replacing the soap dispensers.
 - d) **Double door from Lounge into hall** – To report that the door closest to the stage was broken and required repair.
9. **Caretaking & Cleaning:** To receive a report from VH Supervisors on bookings and caretaking arrangements.
 - a) **Use of Village Hall bin**
10. **Events** – To update the committee on arrangements for Rose Day.
11. **Village Hall Booking Form:** To review and approve the amendments to the booking form. **See document pack.**
12. **Budget Review and Monitoring:** See Detailed Budget Summary and Reserve Report in Document Pack.
13. **Village Hall Resilience:** To discuss any planned annual leave and level of cover required.
14. **Correspondence** - To review any correspondence received since the last meeting.
15. **Minor Items and Items for the Next Meeting**
16. **Date of Next Meeting:** Tuesday 13th September 2023