



Goostrey Parish Council

VILLAGE HALL MANAGEMENT COMMITTEE

MEETING ON THURSDAY 11th MAY 2017 AT 7.00PM IN THE VILLAGE HALL LOUNGE

Present: Cllr R Bennett (Chairman), Cllr G Lenihan (Vice Chairman), Lyndsey Atkins, Jacqui Schurer Lewish, Sally Ball, Edna Brandreth, Sharon Jones

1. ELECTION OF CHAIRMAN – Cllr Bennett agreed to retain Chairmanship unless anyone else wanted to put themselves forward. Cllr Bennett was voted Chairman.
2. ELECTION OF VICE CHAIRMAN - Cllr Lenihan agreed to retain Vice Chairmanship unless anyone else wanted to put themselves forward. Cllr Lenihan was voted Vice Chairman.
3. DECLARATIONS OF INTEREST - None
4. APOLOGIES FOR ABSENCE – Apologies were received from Terry Collins.
5. MINUTES OF MEETING OF 1ST FEBRUARY 2017 The minutes were accepted as a true record of the meeting.
6. ACTIONS FROM THE MEETING OF 1ST FEBRUARY 2017
 - a SJ to get prices for a new sign for security of vehicles parked in the car park. SJ reported that the price would be in the region of £50 plus VAT. The Committee agreed this was reasonable and asked her to go ahead and order a new sign.
 - b JS-L indicated that quotes for the new locks for the hall and entrance doors had been received @ £135 for each lock including fitting (this could be paid for from the current year's improvements budget) – Parish Council has requested a copy of the recommendation. – *The CEC Compliance Officer made the recommendation for the locks to be changed to comply with fire regulations for emergency exits. We are currently awaiting a date for the installation of the new locks. **Update** – JSL believes the locks will be installed on the Friday before half term and will liaise with SJ on handover of new keys. SJ requested 8 keys for keyholders.*
 - c SJ to request a quote for resurfacing the stage from Ashely's. *Quote of £900 + VAT received to include the repainting of the white line at the front of the stage - **Completed***
7. VILLAGE HALL SECURITY & LIGHTING
 - Fault on emergency light in Bar Served Kitchen – SJ explained that the LED panel near the back door has a green dot in the middle which serves as an emergency light. This has been showing red and a fault comes up when the emergency lights are tested. SJ has been informed by KDE who installed the panels that if the light goes red the lighting needs to be reset in the diary cupboard. This seems to work but SJ will ask again if the frequency of the light changing to red indicates the panel is faulty and should it be replaced.
 - Repair to outside light at VH – SJ informed the committee that the light had been fixed and a new LED bulb had also been purchased. Cost have been added to the recharge.
8. CLEANING & CARETAKER ARRANGEMENTS
 - Safeguarding issue update – SJ confirmed that a letter had been sent making it clear that entry to the main hall during school use hours was not permitted at all.
9. VILLAGE HALL IMPROVEMENTS
 - Refurbishment of Bar Served Kitchen and doorway to Hall – RB showed the plans of the new kitchen and doorway to the committee members. SB asked what the bain marie would be used for.

- Hall & Lounge Decoration – JSL reported on the meeting SJ and she had attended with Ian Hales and two other members of CEC. It seems that CEC will pay for the decoration of the Hall and a request for new skirting and a new bump strip. The Colour scheme will be magnolia with a contrasting colour on the top part of the walls and either side of the stage to coordinate with the curtains. We are awaiting confirmation and the quote to paint the lounge.
- Resurfacing of the Stage- RB reported that this would be sanded and lacquered with a permanent white line near the front of the stage. The work would be carried out 29th and 31st July.
- Stage Lighting – RB said this was still to be investigated.

10. VILLAGE HALL MAINTENANCE/REPAIRS

- Electrical Testing – JSL explained that this could be worked around the refurbishment works
- Removal of dead leg piping – JSL awaiting a report from Worths as to when this might be done.
- Resurfacing of Hall Floor – SJ said this would be done after the other works and if time runs out in the summer it could be done at the autumn half term.

11. LATE PAYMENTS - Report on overdue payments – SJ reported no late payments.

12. ANY OTHER BUSINESS

13. DATE OF NEXT MEETING – 27th July 2017.