



Goostrey Parish Council

VILLAGE HALL MANAGEMENT COMMITTEE MEETING ON TUESDAY 17th SEPTEMBER 2019 at 6.00 – 7.15PM in the VILLAGE HALL, COMMITTEE ROOM

AGENDA

1. DECLARATIONS OF INTEREST
2. APOLOGIES FOR ABSENCE
3. MINUTES OF MEETING OF 18th JUNE 2019
4. ACTIONS FROM THE MEETING OF 18th JUNE 2019
 - a. JS-L informed the Committee that there were new “Hot Working” (use of soldering irons, heat guns etc) regulations and a form similar to the asbestos form would need to be completed by any trades people or contractors carrying out this type of work. **Action:** JS-L to send details to the Clerk when they are available.
 - b. Clerk to find a contact at Cheshire East to discuss the requirements for invoices to be provided with the Recharge Bill.
 - c. Clerk to find a contact at Cheshire East to discuss the requirement for an update to the figure of £1353 to bring it in line with inflation.
 - d. Actual vs Budget for Quarter 1 - 2019/20 – **Action:** Clerk to add income from lettings to this report.
 - e. **Action:** Clerk to obtain feedback from existing Hall Master users and feedback to the Committee.
 - f. **Bar Served design** – The Clerk provided the Committee with the initial designs. NB, SB, JK and the Clerk would meet with the designer to discuss and refine the design (as soon as possible).
 - g. Clerk to obtain 2 further stage lighting quotes. Completed.
 - h. **Action:** The Clerk and Chairman to reply to the e-mail from Goosfest Chairman.
5. CLEANING & CARETAKER ARRANGEMENTS
6. VILLAGE HALL MAINTENANCE/REPAIRS
 - Hall Floor maintenance 2020/21
7. LATE PAYMENTS - Report on overdue payments
8. VH REPORTS
 - a. Clerk and VH Supervisor to present updated reports on the usage and income of the Village Hall.
 - b. Actual vs Budget for Quarter 2 - 2019/20
 - c. Marketing Update – JK
 - d. Online Booking System Trial – Update
9. CAPITAL PROJECTS
 - a. Bar Served design & Quotations
 - b. LED Lighting for Main Hall
 - c. Lounge, kitchen and hall – soft lighting scheme
10. CORRESPONDENCE – to consider correspondence received.
11. MINOR ITEMS AND ITEMS FOR THE NEXT MEETING
 - Border at front of Village Hall
12. DATE OF NEXT MEETING – To be decided.