

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

21st November 2014

To: Members of the Haling Dene Management Committee

Dear Sir/Madam,

I write to invite you to attend a meeting of the Haling Dene Management Committee to be held on **Thursday 27th November 2014 at 7.30 pm** at the Haling Dene Centre.

Yours faithfully

Lesley Griffiths
Acting Parish Administrator

AGENDA

Part I - Public Session

1. APOLOGIES.
2. DECLARATIONS OF INTEREST.
3. MINUTES
To approve the minutes of the meeting of 25th September 2014 and to consider matters arising therefrom.
4. INCOME/EXPENDITURE
To receive the income/expenditure printouts to date.
5. BUDGET 2015/2016
[a] To receive and consider the budget requirements for the financial year 2015/16 [attached].
[b] To receive and consider virements within the Haling Dene 2014/15 Budget [attached].
6. ROOM HIRE CHARGES FOR 2015-2016
[a] To consider if the above should be increased for the forthcoming financial year and if so, by what percentage.
[b] To receive and consider Cllr Minshall's report on the usage and income from each room within the Haling Dene Centre for a 12 month period.
7. FUNCTION/ROOM BOOKINGS
[a] To receive the Function Room bookings for the year to date.
[b] To consider how the Haling Dene Centre could be promoted/used.
8. WEDDING FAYRE
To receive the DPA's report on the progress of the above.
9. HALING DENE FRONT BOUNDARY HEDGE
To receive and consider a quotation from Matt Bissell to have the front Boundary Hedge cut to hedge height at a cost of £340.

10. PRE SCHOOL PLAYGROUP
To receive and consider quotations to have the floor re-laid in the Penkridge Pre-School Playgroup room.
11. DISPLAY ENERGY CERTIFICATE
To note this year's energy rating for the Haling Dene has remained at a 'C' rating.
12. CHRISTMAS CLOSURE
To note the Haling Dene Centre will close on lunchtime on the 23rd December 2014 and re-open on Monday 5th January 2015.
13. DATE AND TIME OF NEXT MEETING
Thursday 26th February 2015 at 7.30 pm.
14. STANDING ORDER NO 64
Local Government Act 1972 - Exclusion of Press and Public - to resolve that the Press and Public be excluded from the meeting during consideration of the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in the appropriate paragraph(s) Section 1[2] Public Bodies/Admission to meetings Act 1960.

Penkrige Parish Council

Minutes of the Haling Dene Management Committee Meeting
held on 27th November 2014 at 7.30 pm at the Haling Dene Centre

Present

Councillor Bevan Craddock
" Mrs Anne J Geoghegan
" Gordon Hawkins
" Calvert Stonehouse

Also in Attendance were Cllrs John Eastwood, Peter M Jones, Victor Kelly, David Oldfield and Mrs Vivienne Smith.

Public Session

35. APOLOGIES
Apologies were received from Cllrs Mrs Ford, Mrs Hughes and Mrs Morris.
36. DECLARATIONS OF INTEREST.
There were no declarations of interest.
37. MINUTES
Resolved that the minutes of the meeting held on the 25th September 2014 be confirmed and signed as a true record.
38. MATTERS ARISING FROM THE MINUTES
There were no Matters Arising from the Minutes.
39. INCOME AND EXPENDITURE
The printout for the year to date was received and noted.
40. BUDGET 2015/2016
[a] Consideration was given to the budget requirements for the financial year 2015/16.
Resolved that the budget for the Haling Dene Management be set at £102,050 and attached to the official copy of the minutes.
[b] Consideration was given to the virements within the Haling Dene 2014/15 Budget.
Resolved that the virements for the financial year 2014/2015 be approved and attached to the official copy of the minutes.

Cllr Minshall entered the meeting at 8.05 pm

41. ROOM HIRE CHARGES FOR 2015-2016
[a] Consideration was given to if the room hire charges be increased for the forthcoming financial year and if so, by what percentage.
Resolved that the room hire charges remain the same as 2014/15 and there be no increase and the Parish Council publicise the charges have remained the same.
[b] Consideration was given to Cllr Minshall's report on the usage and income from each room within the Haling Dene Centre for the previous 12 months.

Cllrs Jones and Minshall left the meeting at 8.20 pm

42. FUNCTION/ROOM BOOKINGS

- [a] The Function Room bookings for the year to date were received.
- [b] Consideration was given to how the Haling Dene Centre could be promoted/used. Councillors put forward various options and agreed that Agencies be approached with regard to the cost etc to hold a Stamp/Post Card Fair. This item to be placed on the February Agenda for further discussion.

Resolved that:

- [i] Agencies be approached with regard to the cost etc to hold a Stamp/Post Card Fair.
- [ii] A list of weekly events held at the Haling Dene Centre be placed on all Noticeboards.
- [iii] This item to be placed on the February Agenda for further discussion.

43. WEDDING FAYRE

The DPA advised that all Sundays in March were already allocated to larger Wedding Fayre events across Staffordshire and asked that Councillors consider holding the event in the Autumn. She had also been approached by a local company who arranged Wedding Fayres and was meeting with them at the end of the month to obtain costs etc. This item to be placed on the February Agenda.

Resolved that:

- [i] The Wedding Fayre be held in the Autumn of 2015
- [ii] This item be placed on the February 2015 Agenda for further discussion.

44. HALING DENE FRONT BOUNDARY HEDGE

Consideration was given to a quotation from Matt Bissell to have the front Boundary Hedge cut to hedge height at a cost of £340.

Resolved that the quotation from Matt Bissell be accepted at a cost of £340.

Cllr Mrs Hughes entered the meeting at 8.45 pm

45. PRE SCHOOL PLAYGROUP

Consideration was given to quotations received to have the floor re-laid in the Penkrudge Pre-School Playgroup room.

Resolved that the Council obtain advice from SSC Building Control with regard to the floor before a decision is made on re-surfacing and this be included on the February 2015 Agenda.

46. DISPLAY ENERGY CERTIFICATE

It was noted that this year's energy rating for the Haling Dene has remained at a 'C' rating.

47. CHRISTMAS CLOSURE

It was noted that the Haling Dene Centre would close at lunchtime on the 23rd December 2014 and re-open on Monday 5th January 2015.

48. DATE AND TIME OF NEXT MEETING

Thursday 26th February 2015 at 7.30pm.

49. STANDING ORDER NO 64

Local Government Act 1972 - Exclusion of Press and Public - to resolve that the Press and Public be excluded from the meeting during consideration of the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in the appropriate paragraph(s) Section 1 [2] Public Bodies/Admission to meetings Act 1960.

The meeting closed at 9.05 pm

Chairman: _____

Date: _____