

# Penkridge Parish Council

Haling Dene Centre  
Cannock Road  
Penkridge  
Stafford  
ST19 5DT

19<sup>th</sup> November 2015

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 26<sup>th</sup> November 2015 at 7.30 pm** at the Haling Dene Centre. All Parish Council meetings will be audio recorded.

Yours faithfully

Lesley Griffiths  
Parish Administrator

## **AGENDA**

Part I - Public Session

1. APOLOGIES
2. DECLARATIONS OF INTEREST
3. VOTE FOR VICE CHAIRMAN  
To elect the Vice Chairman of the Haling Dene Management Committee.
4. MINUTES  
To approve the minutes of the meeting of 24<sup>th</sup> September 2015 and to consider matters arising therefrom.
5. INCOME/EXPENDITURE
  - [a] To receive the income/expenditure printouts for the year to date.
  - [b] To receive the Bar Takings to date.
6. FUNCTION/ROOM BOOKINGS  
To receive a copy of the above.
7. HALING DENE CENTRE
  - [a] Bishops Walk  
To receive and consider a quotation from Up The Garden Path to produce an electronic plan of the Haling Dene Grounds, details attached, at a cost of £1,560.
  - [b] Haling Dene Grounds  
To approve the PA's action in conjunction with the Chair of Council and Chair of Committee to have a tree planted in the grounds donated by Mr M Walker.
  - [c] Memorial Tree  
To receive and consider a request to have a memorial tree planted within the Haling Dene Grounds.

7. HALING DENE CENTRE [Cont'd]
- [d] Bar  
To receive and consider quotations to have a replacement Ice Maker for the Bar as the current one has been condemned.
  - [e] Kitchen  
To receive and consider quotations to have a new dishwasher in the kitchen.
  - [f] Sunday Room Hire Rates  
To note that within the past five months there has only been two enquiries for Sunday room hire other than for a Christening. It is recommended that the Centre is not open on Sundays for general hire.  
Events Breakdown
  - [g] To receive breakdown costs for the Proms in the Park, The Shine and The Pantomime.
8. HALING DENE SECURITY  
To receive and consider a quotation from Goodguard for the installation of a panel/bell and two panic buttons at a cost of £250 for Staff who are working alone or late at the Haling Dene Centre.
9. CHRISTMAS CLOSURE  
To note the Haling Dene Centre will close on 23<sup>rd</sup> December 2015 and re-open on Monday 4<sup>th</sup> January 2016.
10. DATE AND TIME OF NEXT MEETING  
Thursday 25<sup>th</sup> February 2016 at 7.30 pm.
11. 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 26<sup>th</sup> November 2015 at 7.30 pm at the Haling Dene Centre

Audio recordings will be made of all Ordinary and Special Council meetings and Committee meetings, with the inclusion of confidential matters.

## Present

Councillor Petula M C Hughes [Chairman]  
“ Bevan Craddock  
“ Mrs Anne J Geoghegan  
“ Brian Heathcote  
“ Anthony Minshall  
“ Calvert Stonehouse

Also in Attendance were Cllrs John Eastwood, Victor Kelly, Andrew Lenz and Mrs Vivienne Smith.

## Part I - Public Session

### 117. APOLOGIES

Apologies were received from Cllrs Mrs Isabel Ford, Mrs Hilary Hughes and David Oldfield

### 118. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

### 119. VOTE FOR VICE CHAIRMAN

There was one nomination put forward and seconded for Cllr Minshall to stand as Vice Chairman. Cllr Minshall accepted the position of Vice Chairman to the Haling Dene Management Committee.

### 120. MINUTES

#### **Resolved**

That the minutes of the meeting of 24<sup>th</sup> September 2015 be approved as a true and correct record and signed by the Chairman.

### 121. MATTERS ARISING

#### **108 – Noticeboards**

The Chairman advised that she had asked the PA to seek advice with regard to the change of wording on the above further to the Special Motion put forward at the 12<sup>th</sup> November Full Council meeting. She read out an email received from the SPCA which gave their thoughts on the situation. Councillors discussed how the state of affairs could be resolved and the wording of the Noticeboard could be amended.

A proposal was put forward by Cllr Mrs Geoghegan and seconded by Cllr Mrs Hughes that this matter be placed on the December Full Council Agenda recommending that the resolution on the wording be rescinded and the Council consider **only** the wording on the Noticeboard once again.

Cllr Stonehouse asked that it be recorded that he had concerns with regard to this process and what effect it could have on any future consequences.

Cllrs voted with three votes for the proposal and three votes against. The Chairman had a casting vote and went with the proposal.

**Resolved** that this item be placed on the 10<sup>th</sup> December Full Council Agenda to request to suspend Standing Order so that the Resolution for the Noticeboard and Signs can be reconsidered and a further proposal to rescind be made. The Council to reconsider **only** the wording for the Signs.

122. INCOME/EXPENDITURE

[a] The printouts for the year to date were received and noted.

**Resolved** that the date be placed on top of the above.

[b] The Bar Takings for the year to date were received and noted.

**Resolved** that:

[i] A breakdown of user groups in the Haling Dene on a Monday and Tuesday evening be included on the February Agenda.

[ii] Enquiries be made to include an advertisement leaflet in the Penkrudge Advertiser.

[iii] Enquiries be made for a Haling Dene Darts team.

123. FUNCTION/ROOM BOOKINGS

A copy of the above was received.

**Resolved** that previous year comparisons be included in future printouts.

124. HALING DENE CENTRE

[a] Bishops Walk

A quotation was received and considered from Up The Garden Path to produce an electronic plan of the Haling Dene Grounds, details attached, at a cost of £1,560.

**Resolved** that the quotation be accepted to:

[i] Produce an electronic plan of the Haling Dene rear gardens at a cost of £1,560 plus VAT and

[ii] Produce a comprehensive working plan to include the whole of the rear gardens at a cost of £538 plus VAT.

[b] Haling Dene Grounds

Approval was given to the PA's action in conjunction with the Chair of Council and Chair of Committee to have a tree planted in the grounds donated by Mr M Walker.

[c] Memorial Tree

A request was received and considered to have a memorial tree planted within the Haling Dene Grounds. The Chairman advised that the species was a Beech - American Frost with silver trunk and red leaves.

**Resolved** that the planting of the tree be approved but the location be decided once the above survey had been undertaken.

[d] Bar

Quotations were received and considered to have a replacement Ice Maker for the Bar as the current one has been condemned.

**Resolved** that the PA obtain costs from other companies and obtain the Chair of Council and Chair of Committee's approval to order the Ice Maker.

[e] Kitchen

Quotations were received and considered to have a dishwasher in the kitchen.

**Resolved** that the Council do not purchase a dishwasher at this moment in time.

[f] Sunday Room Hire Rates

It was noted that within the past five months there had only been two enquiries for Sunday room hire other than for a Christening. It was recommended that the Centre is not open on Sundays for general hire.

**Resolved** that:

[i] The Council leaves the rules as they are at present.

[ii] The PA obtains details and costs for a Saturday Cinema Club.

[g] Events Breakdown

A breakdown of costs was received for the Proms in the Park, The Shine and The Pantomime.

125. HALING DENE SECURITY

Consideration was given to a quotation from Goodguard for the installation of a panel/bell and two panic buttons at a cost of £250 for Staff who were working alone or late at the Haling Dene Centre.

**Resolved** that:

- [i] The quotation from Goodguard at a cost of £250 be approved.
- [ii] The PA find out the working regulations for lone working.

126. CHRISTMAS CLOSURE

It was noted that the Haling Dene Centre would close on 23<sup>rd</sup> December 2015 and re-open on Monday 4<sup>th</sup> January 2016.

127. DATE AND TIME OF NEXT MEETING

Thursday 25<sup>th</sup> February 2016 at 7.30 pm.

128. 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 9.10 pm

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_