

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

21st July 2017

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 July 2017 at 7.00 pm** at the Haling Dene Centre.

Yours faithfully

Lesley Griffiths
Parish Administrator

AGENDA

Part I - Public Session

1. APOLOGIES
2. DECLARATIONS OF INTEREST
3. MINUTES
To approve the minutes of the meeting of 25th May 2017 and to consider matters arising therefrom.
4. INCOME/EXPENDITURE
[a] To receive the income/expenditure printouts for the year to date.
[b] To receive the Bar Takings to date.
5. FUNCTION/ROOM BOOKINGS
[a] To receive a copy of the above.
[b] To note that as of 1st July VAT has been applied to all Wedding Ceremonies and Reception rates.
6. BISHOPS WALK
To receive and consider a quotation from the Council's Horticultural Contractor, Brocton Nurseries, to lay a tantalised edge and hardcore to the above as per the Council's resolution at the 25th May meeting.
7. MARQUEE
To receive and consider outline costs and suggested designs to replace the above.
8. HALING DENE WORKING GROUP
To note that the above have not yet met.
9. HALING DENE CENTRE
[a] To approve the Chair of Council and Deputy Vice Chair's Action in conjunction with the PA to have a new vinyl floor laid in Room 13 by United Carpets at a cost of £734.54 plus VAT.
[b] To receive and consider a quotation to purchase an up to date Hearing Loop for the Centre.
[c] To note that a one page advert has been placed in the July Penkridge Advertiser at a cost of £200.

9. HALING DENE CENTRE [Continued]
 - [d] To note that the SSC Environmental Health have undertaken their ad-hoc visit and award the Haling Dene Centre 5 Stars.
 - [e] To consider the purchase of a 9-11 Beer Trolley for the Haling Dene Cellar at a cost of £116 plus VAT.
10. HALING DENE CENTRE CCTV
To receive and consider a quotation to replace and upgrade the above.
11. DATE AND TIME OF NEXT MEETING
Thursday 26th October 2017 at 7.00 pm.