

Penkrige Parish Council

Haling Dene Centre
Cannock Road
Penkrige
Stafford
ST19 5DT

20th July 2018

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 26th July 2018 at 7.00 pm** at the Haling Dene Centre.

Yours faithfully

Lesley Hough
Parish Administrator

AGENDA

Part I - Public Session

1. APOLOGIES
2. DECLARATIONS OF INTEREST
3. MINUTES
To approve the minutes of the meeting of 24th May 2018 and to consider matters arising therefrom.
4. INCOME/EXPENDITURE
 - [a] To receive the Haling Dene Management printouts for the year to date.
 - [b] To receive the Bar Takings to date.
 - [c] To receive the Functions/Bookings list for the year to date.
5. HALING DENE WORKING GROUP
To receive the Chairman's update following the above meeting on 21st June.
6. FUTURE BUDGET SAVINGS 2019-2020
To consider where the Committee can make savings from the budgets with suggested savings highlighted.
7. HALING DENE CENTRE
 - [a] To consider if the Committee wish to have the car park white lining undertaken and if so which budget header the cost should be allocated to.
 - [b] To note that the maintenance of the Bishop's Walk has been included on the Caretaker/Handyman Job Description.
 - [c] To note that further to an item on the Finance and Resources agenda with regard to the Below Ground Drainage [CCTV Survey] , the PA has spoken to the Council's Insurance company and Water Plus and neither would have the power to undertake the survey as the drains are on private land and currently in working order.
 - [d] To note that the Below Ground Drainage [CCTV Survey] would be undertaken by P B Wright as per the approved Year 1 Planned Maintenance Programme Tender at a cost of £2,000.
 - [e] To consider the Haling Dene Planned Maintenance Programme for Year 2 taking into budgets and funding available.

8. HANDYMAN/CARETAKER

- [a] To note that the Council's Handyman/Caretaker and given notice to retire on 8th August.
- [b] To approve the advertisement of the above vacancy as per the Job Description and Advert agreed at the 5th July Finance and Resources meeting.

9. HALING DENE CENTRE PUBLIC BAR

Further to the resolution made at the Full Council's June meeting:

Resolved that the Council agreed in principle to open the Public Bar on Saturday evening.

- [a] To receive the Bar Takings Sheets for 2016-2017 and 2017-2018 with:

Blue highlights showing where Saturday evening have made a loss
Red highlights showing where week day evening have made a loss.

- [b] To consider how the Committee wish to take the above forward.

10. DATE AND TIME OF NEXT MEETING

Thursday 25th October 2018 at 7.00 pm.

- 11. 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.