

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

19th October 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 25th October 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 26th July 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.
 - [d] To note that the Council received £547.85 in Commission from the Mobile Bar.
5. COMMITTEE BUDGET 2019/2020
To consider any items of improvements/projects the Committee wish to put forward for consideration to the November F & R meeting.
6. ROOM HIRE CHARGES - 2019/2020
To consider if the Room Hire Charges should be increased for the forthcoming financial year and if so, by what percentage.
7. MARQUEE
 - [a] To consider if the Committee wish to have new lights and drapes fitted in the marquee for 2019 to improve the appearance.
 - [b] If the Committee agree the above to consider if the hire of the marquee should increase.
8. HALING DENE PLANNED MAINTENACNE PROGRAMME YEAR 2
To consider what should be undertaken during Year 2 of the above and how this should be taken forward, taking into account funding available.

9. HALING DENE WORKING GROUP
To receive the Chairman's update following the Committees' meeting on 16th August.

10. HALING DENE CENTRE
 - [a] To consider if the Committee wish to move the Tapestry out of Room 16 and if so to where.
 - [b] To note that the suspect who broke into the Centre's Compound has now been sentenced and ordered to pay the Council £1,400 compensation.
 - [c] To consider if the Committee which to hold a User Group's meeting.

11. HANDYMAN/CARETAKER
To note that the Council's Handyman/Caretaker vacancy has been filled and the new person starts on 15th November.

12. CHRISTMAS CLOSURE
To note the Haling Dene Centre will close on Friday 21st December 2018 and re-open on Wednesday 2nd January 2019.

13. DATE AND TIME OF NEXT MEETING
Thursday 28th February 2019 at 7.00 pm.

14. 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.