

# Penkrige Parish Council

Minutes of the Haling Dene Management Committee Meeting  
Held on 26<sup>th</sup> July 2018 at 7.00 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 Anthony Minshall [Chairman]  
“ Bevan Craddock  
“ Mrs Isabel G A Ford  
“ Mrs Petula M C Hughes  
“ Victor Kelly  
“ David Oldfield  
“ Alan Smallwood

Non Committee Members in Attendance were Cllrs Andrew Adams, John Eastwood, Andrew Lenz, Mrs Vivienne Smith and Calvert Stonehouse.  
Also in Attendance Ms L Hough

## **Part I - Public Session**

### 246. APOLOGIES

An apology was received from Cllr Brian Heathcote.

### 247. DECLARATIONS OF INTEREST

There was no Declarations of Interest.

### 248. MINUTES

#### **Resolved**

That the minutes of the meeting of 24<sup>th</sup> May 2018 be approved as a true and correct record and signed by the Chairman.

### 249. MATTERS ARISING

Item 235 [a] Chairman and Vice Chairman – The Chairman was asked if he had completed the Bank Mandate process. He said he had not received any paperwork from the PA. She advised that he had previously completed the paperwork he now had to take two forms of ID, one with a photograph and one with proof of his address, into a local Barclays Branch and the staff had to properly certify his ID. Barclays would then write to the Parish Council confirming that this had been undertaken.

Cllr Minshall agreed to take his ID into Barclays before the next meeting.

### 250. INCOME & EXPENDITURE/BAR TAKINGS

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

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

[c] The Function/Bookings print out for the year to date were received and noted.

### 251. HALING DENE WORKING GROUP

The Chairman's update following the above meeting on 21<sup>st</sup> June was received.

Cllr Mrs Ford advised that she had spoken to the organiser of the Murder Mystery event and she was asked to pass the details onto the PA,

Cllr Craddock said he had sent an email to the Riverway Trust and would chase up a reply.

Cllr Lenz said he had spoken to the organiser of a Steam Fayre but unfortunately the grounds were not big enough to hold such an event.

251. HALING DENE WORKING GROUP [Cont'd]

Cllr Smallwood said he had made enquiries about a 'Lock Room' event but did not think the Centre had the appropriate facilities. He suggested the Council invite Mr Steve Bull, former player of Wolverhampton Wanderers, to give a talk. Cllr Adams said he would make enquiries and pass details onto the PA.

Cllr Kelly said he had made enquiries for a Sportsman Evening and would pass the contact details onto the PA.

Cllr Minshall said he had spoken to caterers with regard to holding a Corporate Dining Club at the Centre. He thought that the Caterers would only want to hire the room and provide the wine themselves. He would speak to the Caterers again and find out what benefits there would be for the Council if such an event was held.

Cllr Adams said he had been in discussions with Cllr Mrs Smith to hold a children's Halloween Disco at the Centre between 7.00 pm and 9.00 pm. Parents could use the bar facility whilst their children were being entertained. The Chairman asked that he find out further details and present these to the next Working Group meeting.

Cllr Adams also suggested holding an 'Open Darts Competition' over a weekend in Room 1.

The PA suggested having Santa to attend the Pantomime and charging a little extra so the children could have a small gift. The Chairman asked that she make enquiries and present these to the next meeting.

**Resolved** that a further Working Group meeting be held on Thursday 16<sup>th</sup> August at 7.00 pm and this item be included on the October agenda.

252. FUTURE BUDGET SAVINGS 2019-2020

Consideration was given to where the Committee could make savings from the budgets with suggested savings highlighted.

The Chairman thought the income and footfall should be increased rather than there be any savings on the budgets.

A suggestion was put forward that the Council consider grants to have solar panels installed on the roof over Room 11. Cllr Mrs Ford advised that South Staffordshire Council provide grants for specific projects..

253. HALING DENE CENTRE

- [a] Consideration was given to have the car park white lining renewed and if so which budget header the cost should be allocated to.

**Resolved** that this item is incorporated in the Year 3 of the Planned Maintenance Programme.

- [b] It was noted that the maintenance of the Bishop's Walk had been included on the Caretaker/Handymans Job Description.

- [c] It was noted that further to an item on the Finance and Resources agenda with regard to the Below Ground Drainage [CCTV Survey], the PA had 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] It was noted 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.

**Resolved** that the PA make enquires if a grant could be obtained from South Staffordshire Council for the above.

- [e] Consideration was given to the Haling Dene Planned Maintenance Programme for Year 2 taking into account budgets and funding available.

The Chairman thought the table was too detailed to be discussed at that point in time. He suggested this item be placed on the September Full Council agenda for consideration and then on the October Haling Dene Management agenda for agreement and budgets/costings. The PA to also speak to Richard Lever for his opinion on priorities for work to be undertaken. The Electrical and Mechanical work proposed for Year 1, but not undertaken, be considered in Year Two.

253. HALING DENE CENTRE [Cont'd]

**Resolved** that:

- [i] This item be placed on the September Full Council agenda for consideration.
- [ii] The October Haling Dene Management agenda for agreement and budgets/costings.
- [iii] The PA to speak to Richard Lever for his opinion on priorities for work to be undertaken.
- [iv] The Electrical and Mechanical proposed for Year 1 but not undertaken be considered in Year Two.

254. HANDYMAN/CARETAKER

- [a] It was noted that the Council's Handyman/Caretaker had given notice to retire on 8<sup>th</sup> August.
- [b] Approval was given to the advertisement for the above vacancy as per the Job Description and Advert agreed at the 5<sup>th</sup> July Finance and Resources meeting.

**Resolved** that the Caretaker/Handyman job be advertised as per the above.

255. 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] The Bar Takings Sheets for 2016-2017 and 2017-2018 were received with:

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

- [b] Consideration was given to how the Committee wish to take the above forward.

The PA recommended that the Bar remained closed on Saturday evening for the following reasons:  
The decision to close the Bar was made on the facts that Saturday nights was making a loss  
The income from Functions do not support the loss  
The week-day evenings are also making a loss  
There was no justification why the bar should re-open on Saturday evenings.

The Chairman advised that they needed to promote the Centre and increase the footfall this would then result in increased bar takings. The Bar prices had now been increased and this would help increase the income.

The Chairman proposed that the Bar re-open on Saturday evenings and this was seconded by Cllr Mrs Ford.

Councillors vote five for re-opening the Bar on Saturday evenings – Cllrs Craddock, Mrs Ford, Kelly, Minshall and Smallwood

Two votes against the Bar to re-open on Saturday evenings – Cllrs Mrs Hughes and Oldfield.

Cllrs Mrs Hughes and Oldfield asked that a named vote be recorded.

**Resolved** that:

- [i] The Haling Dene Centre Public Bar Re-open on Saturday 3<sup>rd</sup> November 2018.
- [ii] A letter be sent to the Bar Manager advising of the above and her previous contract be reinstated.

256. DATE AND TIME OF NEXT MEETING

Thursday 25<sup>th</sup> October 2018 at 7.00 pm.

The meeting closed at 8.30 pm

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

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