

Penkridge Parish Council

Minutes of the Haling Dene Management Committee Meeting
Held on 25th October 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 Petula M C Hughes
" Victor Kelly
" Alan Smallwood

Non-Committee Members in Attendance were Cllrs Andrew Adams, Andrew Lenz, Mrs Hilary Hughes and Mrs Vivienne Smith.

Also in Attendance Ms L Hough

Part I - Public Session

256. APOLOGIES

Apologies were received from Cllrs Mrs Isabel Ford, Brian Heathcote, David Oldfield and Calvert Stonehouse.

257. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

258. MINUTES

Resolved

That the minutes of the meeting of 26th July 2018 be approved as a true and correct record and signed by the Chairman.

259. MATTERS ARISING

Item 249 Chairman and Vice Chairman – The Chairman was asked if he had completed the Bank Mandate process. He said he had been into the Bank with his details, but Barclays said they required a Letter of Authority from the Council.

The PA said she would speak to the Council's Business Manager and seek his advice.

260. INCOME & EXPENDITURE/BAR TAKINGS

- [a] The Income and Expenditure 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.
- [d] It was noted that the Council had received £547.85 in commission from the Mobile Bar.

261. COMMITTEE BUDGET 2019/2020

Consideration was given to any items of improvements/projects the Committee wished to put forward for consideration to the November F & R meeting:

Re-decorate the Bar

Address the Haling Dene Borders

Rear Lawn Maintenance

CPRE – An Additional Two Specimen Trees

Dishwasher Quotations

Room 16 – Hearing Loop

Bishops Walk – Cllr Minshall to bring ideas to the January meeting for the footpath.

262. ROOM HIRE CHARGES - 2019/2020

Consideration was given to if the Room Hire Charges should be increased for the forthcoming financial year and if so, by what percentage.

Resolved that the room hire costs increase by 2% with effect from 1st April 2019.

263. MARQUEE

[a] Consideration was given to if the Committee wished to have new lights and drapes fitted in the marquee for 2019 to improve the appearance.

Resolved that the PA obtain quotations for a new canopy, drapes and lights for consideration at the January meeting.

[b] The Committee considered if the hire of the marquee should increase.

Resolved that the marquee hire cost increases by 2% with effect from 1st April 2019.

264. HALING DENE PLANNED MAINTENANCE PROGRAMME YEAR 2

Consideration was given to what should be undertaken during Year 2 of the above and how this should be taken forward, taking into account funding available.

Resolved that:

[i] The PA obtain costings for the below and this be included on the Finance and Resources agenda so costs could be included in the budget, where possible.

[ii] Items to be included are:

2.5 Install TRVs & LSVs to all radiators

2.1.1 Insulate all exposed MCM pipework with foil faced phenolic insulation

3.2 Check Distribution Board

3.3 Provide RCD Protection to all circuits

3.6 Check that the fire alarm systems are standardised and that there is a sensor/alarm in the cellar

3.1.2 Data Cables to be included under 3.3

265. HALING DENE WORKING GROUP

The Chairman advised that there were currently functions booked upto Christmas and the Working Group would consider future events in the New Year.

266. HALING DENE CENTRE

[a] Consideration was given to if the Committee wished to move the Tapestry out of Room 16 and if so where to.

Resolved that the Tapestry be moved to same wall in Room 15.

[b] It was noted that the suspect who broke into the Centre's Compound had now been sentenced and ordered to pay the Council £1,400 compensation.

[c] Consideration was given to if the Committee wished to hold a User Group's meeting.

Resolved that a User Group meeting be held on 17th January at 3.00 pm and all current and previous Ad-Hoc and Regular users be invited.

267. HANDYMAN/CARETAKER

It was noted that the Council's Handyman/Caretaker vacancy had been filled and the gentleman would start on 15th November.

268. CHRISTMAS CLOSURE

It was noted that the Haling Dene Centre will close on Friday 21st December 2018 and re-open on Wednesday 2nd January 2019.

Resolved that:

[i] The Bar Manager be asked if she would open the Bar on Saturday 22nd December.

[ii] Consideration be given to opening the Bar over the Christmas period and New Years Eve for 2019 onwards.

269. DATE AND TIME OF NEXT MEETING
Thursday 24th January 2019 at 7.00 pm.

The meeting closed at 8.25 pm

Chairman: _____

Date: _____