

# Penkridge Parish Council

Haling Dene Centre  
Cannock Road  
Penkridge  
Stafford  
ST19 5DT

16<sup>th</sup> October 2020

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 22<sup>nd</sup> October 2020 at 7.00 pm.**

Please note the meeting will be held as a virtual meeting through Zoom.

Join Zoom Meeting

<https://zoom.us/j/95283540589?pwd=VFk5UnQ0Z2xLM1QxK3QvVUR6QnlIZz09>

Meeting ID: 952 8354 0589

Passcode: 807902

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 5<sup>th</sup> March 2020 and to consider matters arising therefrom.
4. INCOME/EXPENDITURE  
[a] To receive the Haling Dene Management printouts for the year to date.  
[b] To note that the full beer barrels have now been collected by Marston's and a refund of £710 is to follow.
5. COMMITTEE BUDGET 2021/2022  
To consider any items of improvements/projects the Committee wish to put forward for consideration to the October F & R meeting.
6. ROOM HIRE CHARGES - 2021/2022  
To consider not increasing the Room Hire Charges for the coming financial year.
7. HALING DENE PLANNED MAINTENACNE PROGRAMME YEAR 4  
To consider what should be undertaken during Year 4 of the above and how this should be taken forward, taking into account funding available.

8. HALING DENE CENTRE

- [a] To receive and consider two quotations to have 12 flat roof vents to Room 1 central flat roof.
- [b] To receive and consider a quotation from TJB Property Services to have the attic and Reception walls plastered as a result of water damage at a cost of £464.20.
- [c] To receive and consider a quotation to have the car park re-aligned from ASH Road Markings at a cost of £1,045.
- [d] To receive and consider a quotation from Central Building Control Partnership to have a yearly inspection of the Haling Dene Centre with the first year's cost being £367.50 .
- [e] To receive and consider a quotation from Emerald Telecom to change the telephone and broadband system from BT to a SIP Trunk system at a cost of £29.90 per month for the telephone and £40.00 per month for fibre broadband.
- [f] To approve the upgrade of the telephone system at a cost of £1,735
- [g] To approve the installation of a new Wi-Fi system throughout the building at a cost of £594.
- [h] To receive and consider a quotation from Penkridge TV & Electrical to instal flood lights to the rear of the grounds at a cost of £800.
- [i] To receive and consider a quotation from M Bissell Trees and Hedges to undertake the remedial work from the Haling Dene Tree Survey at a cost of £1,500.
- [j] To receive and consider a report from TJB Property Services following damp within the building [to follow].

9. HALING DENE CENTRE BAR

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

10. CHRISTMAS CLOSURE

To note the Haling Dene Centre will close on Tuesday 22<sup>nd</sup> December 2020 and re-open on Monday 4<sup>th</sup> January 2021.

11. DATE AND TIME OF NEXT MEETING

Thursday 28<sup>th</sup> January 2021 at 7.00 pm.

12. 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.