

Minutes of the Parish Hall & Grounds Committee held in the Parish Hall on
Tuesday 22nd September 2015, at 7.15pm.

Present: Cllrs. Lockwood (Chair), Mrs. H Cumberpatch, Mrs. J. Bryant, Mrs. C. McGann, R. McGann, D. Pringle & Mrs. L. Harley.

Clerk: Mrs. A.K. Mitchell.

20/15. To receive apologies for absence.

LH moved to accept apologies from PC, seconded by JEB. All in favour.

21/15. Declaration of Members' interests.

None.

22/15. To note the minutes of previous meeting.

CMG moved acceptance of the minutes of the previous meeting held on 30th June 2015, as a true record. Seconded by HC. All in favour.

23/15. Matters arising from the minutes.

23.1/15. Emergency Lighting – recharge batteries.

It was noted that the lights were recharging during the meeting & all units were observed to be operating correctly.

24/15. Financial position to date.

HC moved acceptance of the latest financial statement & the Caretaker's Salary Statement. Seconded by CMG. All in favour.

The Clerk addressed a query from HC in relation to the Caretaker's salary.

25/15. Caretaking Issues.

2015 Inventory Report – An updated list was available for Members this evening & the items for consideration have been highlighted for ease of reference.

It was agreed to sell the coffee pots if possible.

Replacement Chairs – The Clerk presented the new chair inspection record to Members for information & advised them of a recent incident involving one of the new folding chairs.

It was agreed to recharge the WI for the damaged chair.

It was RESOLVED to purchase a maximum of 30 new folding chairs & 2 larger chairs. All in favour.

Car park floodlights - only one lamp currently functioning. This has been reported to AMP on 17/09/15.

CH Boilers - Annual service booked for Monday 28/09/15.

26/15. Play Park Report.

Grounds Maintenance Equipment - Following a suggestion from the Caretaker it was agreed to investigate the purchase of a cordless hedge cutter (max £100) & associated PPE if necessary.

Locking up issues - the Clerk updated Members on the latest position regarding this situation.

It was noted that PC had previously circulated her report on the playground inspection training session that she had attended.

The Clerk reported damaged to the double vehicle gates - it was agreed to obtain quotes to repair these.

The dead tree which had been "felled" in the play park has now been sawn up & removed by the Relief Caretaker.

27/15. Fire Safety Regulations - progress report.

An update to Members will be sent out next month.

28/15. Benchmarks for managing your Community Hall.

An update to Members will be sent out next month.

29/15. Parish Hall Re-Ordering Project.

Members had been given the opportunity to consider the amended drawings that had been provided by the architect.

A detailed discussion followed & it was agreed to consult the remaining Members by email on this issue. The Committee consensus was to opt for the option with a meeting room in the existing south dressing room.

30/15. Proposed Payphone Replacement.

The new telephone has arrived; the Caretaker is constructing a suitable cabinet. A location for the new cabinet in the foyer was agreed by members & the Clerk will act on this accordingly.

31/15. To consider a request from T.A.A.C.

Following a detailed discussion it was agreed that T.A.A.C. should be advised that the Council cannot promise to store the table forever, that it will not be possible to store it as securely as the current one & that it will need to be chained to prevent unauthorized use & labelled with an appropriate notice. The Council will not be held responsible for any damage that may occur to the table whilst it is on site.

32/15. To consider 2016/2017 Budget proposals.

Following a detailed discussion the following items were agreed:

- Internet access to be put on the next PHGC agenda.
- To obtain a quotation for cleaning the solar panels.

It was agreed, at this stage to submit the initial draft budget to the F & GP Committee for further consideration.

33/15. Misc. items of repair, maint. etc.

Members were asked to note that the cigarette bin has now been installed.

It was noted that the surround of the office window is breaking up. It was agreed that the Clerk should contact the installer to look at the problem.

34/15. To consider applications for hire.

It was RESOLVED to accept applications with "bar" permission where requested. All in favour.

The Clerk advised that enquiries remain high & complicated. The Clerk outlined a number of forthcoming changes to hiring's in the next year.

35/15. Clerk's Report.

Possible meeting regarding Field Farm - It was agreed to arrange this for 1/2hr on 6/10/15 with questions being submitted 1 week beforehand. Invites to be extended to LB & KER. This will be for Stapleford Road, Trowell residents only.

Winter Grit top up - 20 bags arriving on Monday.

NALC AGM - LH & PC to attend.

36/15. Date of next meeting - Tuesday 24th November 2015.
The meeting closed at approximately 9.11pm.

Signed.....Chairman

Date.....