

# CASTLETHORPE PARISH COUNCIL

## Minutes of a Village Hall Committee Meeting held Thursday 21<sup>st</sup> April 2016 in the Village Hall

PRESENT: Councillors Hinds, Forgham & Sweetland, voting members, Adele O'Hanlon, non-voting members Steve Bradbury, Sheila Forgham, John Foakes, Margaret Wilson & non-committee members Richard Wontner & Sara Montague

The meeting commenced at 7.30 there being no public forum.

		<b>ACTION</b>
<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>	
1.1	Tony Rice (Man Flu) & Phil Ayles (other Commitment).	
<b>2</b>	<b>DECLARATIONS OF INTEREST</b> by Councillors in any agenda items below	
2.1	None.	
<b>3</b>	<b>APPROVE MINUTES OF THE LAST MEETING</b>	
3.1	Accepted and proposed by Russell Forgham, seconded by Geraldine Sweetland and agreed unanimously.	
3.2.	Matters arising:	
3.2.1.	The cheque for £500 from the Coles Trust as a contribution to re-pointing the bell tower has been deposited into the Parish Council	
3.2.2.	Mr Bradbury advised the cost of the shelving had been approved by the Parish Council. £251.00 Ex VAT.	
3.2.3.	Udi and Dina had donated £100 to the Street Party account following their successful curry night. Mr Bradbury pointed out that this should be considered as Village Hall rental and paid to the parish council. Cllr Sweetland to arrange transfer of the money.	G Sweetland
<b>4</b>	<b>TO CONSIDER RESOLUTIONS</b>	
4.1.	The Parish Council decided not to Fund Commemorative Coins for the Queen's Birthday Celebrations. However the Parish Council will support any Village initiative to arrange a suitable Event. National Street Party Date is 12 <sup>th</sup> June.	
4.2.	Mr Wontner agreed to clean ALL the Village Hall Chairs.	R Wontner
4.3.	A discussion took place re the Village Hall Booking Process. Russell was happy to arrange time to train Sara on how to use a new Auto Booking Process. Sara advised she would rather continue with the Manual E-Mail Process but would forward all Bookings to Russell to update On-Line. Sara Confirmed she would ensure Village Hall notice Board was kept up to date.	
4.4	A discussion took place re the need to purchase a Portable PA system for the use of Village Hall User Groups. Russell had researched a number of products. It was agreed that Russell should talk to Keith from Short Mat Bowls as he has previous Experience with PA Systems. It was agreed that pending the outcome, a spend of £150.00 (Ex VAT) be authorised. agreed unanimously	R Forgham

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### 5 FINANCIAL MATTERS

5.1 Nothing to report

### 6 ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)

6.1. Richard advised there have been instances of Large amounts of Rubbish being left outside the Village Hall following Functions. Geraldine confirmed she would send an E-Mail to all user Groups reiterating the need to "Take Rubbish Home".

G Sweetland

6.2. Richard advised that the Village Hall Store Room was in urgent need of a major sort out. It was agreed that this should be done to coincide with the installation of the Shelving. Geraldine agreed to contact users requesting they "audit" what belongs to them. A Good clear out of the Store Room would create much needed space and may allow some equipment currently in the Hall to be moved into the Store room.

G Sweetland

### 7 TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS

7.1 The next meeting will be on 16<sup>th</sup> June at 7.30 p.m.

There being no further business the meeting closed at 20:10

**DRAFT**