

## **BRERETON AND RAVENHILL PARISH COUNCIL**

Minutes of a meeting of the Parish Hall Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Wednesday, 7<sup>th</sup> September 2016.

### **Present**

Councillors R Easton [Chairman], K Ansell, Miss IJ Brown, Mrs DM Easton, Mrs G Harvey and GN Molineux.

Apologies for absence were received from Councillors Mrs P Ansell, H Farnath, Miss C Harvey and Mrs HJ Southwell.

Mr PG Davies [Parish Clerk] was also present.

### **1. DECLARATIONS OF INTEREST**

No declarations of interest were given at the commencement of the meeting.

### **2. MINUTES**

#### **RESOLVED**

That the minutes of the meeting held on 20<sup>th</sup> July 2016, be approved and signed as a correct record.

### **3. NEWMAN GROVE ALLOTMENTS**

#### **i. Access**

The Committee noted that the District Council had given permission to the Parish Council to carry out work to improve the access to the allotments from Newman Grove subject to this being carried out in a proper and workmanlike manner.

The Clerk undertook to inform the Superintendent [Mr J Cusack] of the response from the District Council.

#### **ii. District Council owned allotments**

The Clerk reported that the District Council had two separate arrangements for the allotments adjacent to the park. Part of the site was leased to an Allotment Association and the remaining part was administered directly by the District Council.

A service review was currently underway and, as a result of this, the Authority was unable, at this time, to accede to the request to transfer the allotments to the Parish Council. They had undertaken to write to the Parish Council again in October following completion of the review.

The Clerk undertook to liaise with Councillor TA Jones on the contents of the letter from the District Council.

### **4. DEFIBRILLATOR**

The Committee noted that the training for the use of the new defibrillator would take place on 27<sup>th</sup> September 2016, at 7.00 pm at the Parish Hall.

The Clerk reported that a condition of the supply from the British Heart Foundation was that the defibrillator must be placed in an unlocked and uncoded cabinet.

The Chairman kindly undertook to source an appropriate cabinet. An alarm would be incorporated into the cabinet and one of the new CCTV cameras would be situated above it to enhance security.

The Chairman would also arrange for the sponsors to be invited to the training and be present for the formal public commissioning.

The Clerk undertook to arrange for the defibrillator and the cabinet to be included in the Parish Council's insurance policy in the sum of £2,000.00.

## 5. **PARISH HALL PROGRESS REPORT**

### a) Hire Fee Income – Update

The Parish Council noted details of hire fee income as follows:-

	<u>July 2015</u>	<u>July 2016</u>
	<u>£</u>	<u>£</u>
Regular Business	1,746.84	1,151.67
Extra Business	55.30	115.65
	<u>1,802.14</u>	<u>1,267.32</u>

Members kindly undertook to make enquiries to ascertain whether any Slimming Clubs would be interested in hiring the Parish Hall.

### b) Hot Water Boiler

The Chairman reported that the new boiler had been fitted satisfactorily. He would be arranging for a new thermostat to be fitted as the previous one had disappeared.

### c) Further Environmental Improvements

The Chairman would be liaising with the contractor who had fitted the new hot water boiler with regard to further environmental improvements. In the first instance, measures would be taken to zone both the main Function Room and the Conference Room to improve energy efficiency.

### d) Radio

The Clerk enquired as to whether Members would consider decommissioning the current radio system.

## **RESOLVED**

1. That in respect of (d) above, the matter be deferred and considered again after the Finance and Management Committee had reviewed the role of the Part-Time Caretaker.
2. That the Clerk ascertain more information on the notice required to discontinue the use of the equipment.

## 6. **CHRISTMAS LIGHTS**

The Chairman reported that he was updating the current information held by the Parish Council on Christmas lights. Both Mr D Read and Lightpower had agreed to inspect and install two new light fittings at no cost to the Parish Council.

## **RESOLVED**

That the two new light fittings be installed on Columns C9 [Main Road near Thorn site] and C4 [Brereton Road/Wharf Road].

7. **CAR PARKING IN THE VICINITY OF THE PARISH HALL**

The Clerk circulated a copy of a letter from the Parks and Open Spaces Manager in respect of the above.

Members expressed their utmost concern at the terms of the letter and it was

**RESOLVED**

That the Clerk liaise with Councillor TA Jones before proceeding further.

8. **FINANCE REPORT**

The report of the Clerk, showing the financial position of the Parish Hall as at 31<sup>st</sup> July 2016, was submitted for information and noted.

9. **DATE AND TIME OF NEXT MEETING**

**RESOLVED**

That the next meeting be held on 5<sup>th</sup> October 2016, at 7.30 p.m.

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[Chairman]