

BRERETON AND RAVENHILL PARISH COUNCIL

DISTRICT OF CANNOCK CHASE COUNTY OF STAFFORDSHIRE

Chairman: Councillor Mrs G Harvey
37 Birch Lane
Brereton
Rugeley
WS15 1EJ

Mr. P.G. Davies ACIS, DMA, MEPS [Parish Clerk]
37 Leofric Close
Kings Bromley
Burton-on-Trent
DE13 7JP
[Tel: 01543-472762] [Please reply to the Clerk]

Date: 3rd February 2016

Dear Councillor

Parish Hall Management Committee

You are requested to attend a meeting of the Parish Hall Management Committee to be held at the Parish Hall, Ravenhill Park, Brereton, on **Wednesday, 10th February 2016, at 7.30 p.m.**

Yours faithfully

PG Davies
Parish Clerk

To: The Chairman and Members of the Parish Hall Management Committee
Councillors:- R Easton [Chairman]
K Ansell
Miss IJ Brown
Mrs DM Easton
H Farnath
Miss C Harvey
Mrs G Harvey
GN Molineux
Mrs HJ Southwell

AGENDA

1. Declarations of Interest

2. Apologies

3. Minutes

To approve, as a correct record, the attached minutes of the meeting held on 13th January 2016.

4. Matters arising from the Minutes

5. Parish Hall Progress Report

The Clerk will report on the following:-

- Work schedules for Caretakers
- Environmental Health – inspection of kitchen facilities
- Update on hire fee income

6. Kitchen – Inspection by Members and Review Facilities

7. Finance Report

To consider the attached report of the Clerk.

8. Date and Time of Next Meeting

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, 13th January 2016.

Present

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

Also Present

Councillor Mrs P Ansell.

Apologies for absence were received from Councillors H Farnath 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 11th November 2015, be approved and signed as a correct record.

3. PARISH HALL - UPDATE

The Committee considered the report of the former Booking Clerk [copy attached].

The Chairman expressed his thanks to Councillor Miss IJ Brown for the excellent work she had done at the Parish Hall pending the two new Caretakers commencing their duties.

The Clerk reported that, following thorough briefings, both Wendy Averill and Isabel Lloyd had commenced their duties on 1st January 2016.

RESOLVED

That, subject to the reference to SSNA being deleted, the report of the former Booking Clerk be approved.

4. TENNIS COURT

RESOLVED

That the Clerk write to Brereton Million regarding matters relating to the tennis court and that an update be provided at the next meeting.

5. DONATION OF TILES FOR CEILING IN PARISH HALL

The Committee noted that Mr J Cole of Lea Hall Lane had donated tiles to facilitate the repair of the ceiling in the Parish Hall.

RESOLVED

That a letter of thanks be sent to Mr Cole.

6. CCTV PROVISION

Members expressed concern that the Parish Council was not getting value for money from the CCTV cameras in Ravenhill Park monitored by the District Council. The annual charge to the Parish Council was £5,400.00.

The Committee considered that it would be more cost effective for the Parish Council to provide its own system.

RESOLVED

That the Clerk acquaint the District Council with the views of the Committee as outlined above and they be invited to comment thereon.

7. PARISH HALL – USE OF OFFICE BY POLICE / BRERETON MILLION

The Chairman noted the views of the Committee on the future use of the office and he would arrange for these to be conveyed to Brereton Million at the appropriate time.

8. FINANCE REPORT

The Report of the Clerk, showing the financial position of the Parish Hall as at 30th November 2015, was received for information and noted.

9. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on 10th February 2016, at 7.30 p.m.

[Chairman]