

# 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: 4<sup>th</sup> May 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, 11<sup>th</sup> May 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

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### **AGENDA**

1. Appointment of Chairman
2. Declarations of Interest
3. Apologies
4. Appointment of Vice-Chairman
5. Minutes

To approve, as a correct record, the attached minutes of the meeting held on 13<sup>th</sup> April 2016.

6. Matters arising from the Minutes
7. Parish Hall Progress Report

The Clerk will report on the following:-

- CCTV – update
- Update on hire fee income
- Caretakers - Review

8. Finance Report

To consider the attached report of the Clerk.

9. 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, 13<sup>th</sup> April 2016.

### **Present**

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

### **Also Present**

Councillor Mrs P Ansell.

Apologies for absence were received from Councillors Miss C Harvey, GN Molineux 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 9<sup>th</sup> March 2016, be approved and signed as a correct record.

### **3. PARISH HALL – PROGRESS REPORT**

#### **a. Redecoration of Parish Hall – Review of Progress**

The Clerk undertook to liaise with Councillor Mrs DM Easton in arranging for further redecoration work to be carried out at the Parish Hall.

#### **b. Environmental Health – Inspection of Kitchen Facilities**

The Clerk reported that Environmental Health had carried out their three-yearly inspection of the kitchen facilities and had confirmed the facility was most satisfactory and the Parish Council's current excellent rating would be retained. The Inspector had suggested that it would be helpful if a paper towel dispenser could be provided. The Chairman of the Parish Council indicated that she might be able to provide such a dispenser at no cost to the Parish Council. She undertook to inform the Clerk accordingly.

#### **c. Vending Machine**

The Committee acknowledged that the vending machine was not proving cost effective. In the circumstances, it was

#### **RESOLVED**

That arrangements be made for the vending machine to be removed.

d. Voyage Care

The Day Opportunities Manager for Voyage Care had advised that they would no longer require the Parish Hall with effect from 27<sup>th</sup> April 2016.

The Committee noted the circumstances which had resulted in this Group withdrawing their use of the facility and it was

**RESOLVED**

That the Clerk write and thank Voyage Care for their support over several years and he advise them that if circumstances should change, the Parish Council would be happy to welcome them back to the Parish Hall.

e. CCTV

The Clerk would again send a reminder to the District Council requesting an urgent response to previous correspondence regarding the Parish Council's cessation of the use of the current CCTV facility.

The Chairman undertook to liaise with PAB Alarms in due course regarding the provision of a new CCTV facility. This approach would be made when the Parish Council received the response referred to above from the District Council

f. Hire Fees – Update

The Committee noted the following:-

<u>March 2015</u>	<u>March 2016</u>
Regular income: £1,916.23	Regular income: £1,340.55
Extra income: £125.80	Extra income: £225.30
<u>£2,042.03</u>	<u>£1,565.85</u>

The Committee noted that the main reason for the reduction in income was due to Easter being earlier this year.

**4. NEWMAN GROVE ALLOTMENTS**

Dog nuisance – emanating from 63 Newman Grove

The Clerk reported that he had received several approaches from allotment holders regarding the nuisance being created by a dog damaging fencing at the boundary between this property and the allotments. The Police had been approached but were unable to take any action.

Photographs of the damage to the fence were displayed at the meeting.

**RESOLVED**

1. That if the property is owned by the District Council, the matter be referred to the Housing Department for appropriate action to be taken, including the replacement of damaged fencing.

2. That, if the property is privately owned, Environmental Health be acquainted with the nuisance and asked if there was any remedial action they could take.

**5. FINANCE REPORT**

The Report of the Clerk, showing the financial position of the Parish Hall as at 15<sup>th</sup> March 2016, was received for information and noted.

**6. ROAD SWEEPER**

The Chairman reported that he had acquired a stock of new brushes and three tyres for the road sweeper.

**7. CHRISTMAS LIGHTS**

Lightpower Limited had advised that, as a 'loyalty bonus', they would provide and install two further light features at no cost to the Parish Council

**8. BUS SHELTERS**

The Chairman reminded Members that work remained to be done on the bus shelters at:-

- i. Redbrook Lane/Talbot Avenue, and
- ii. Setterfield Way

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

**RESOLVED**

That the next meeting be held on 11<sup>th</sup> May 2016, at 7.30 p.m.

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[Chairman]