

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, 8th March 2017.

Present

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

Apologies for absence were received from Councillors H Farnath, 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 8th February 2017, be approved and signed as a correct record.

3. BRACE

The Chairman welcomed Val Templeton [Treasurer], Maria Braines [Chairman] and Sue Merriman to the meeting. The representatives from BRACE apologised for not attending the last meeting.

The Chairman outlined the current financial position of the Parish Council, highlighting the fact that for the next financial year it would be experiencing a reduction in funding from the District Council of over £10,500.00. As a consequence, the Parish Council had reviewed its budget and now had no alternative but to seek a donation from the Carnival Committee for the use of the Parish Hall. The Chairman indicated that a donation of £121.00 would be required for the full use of the facility from 8.00 a.m. to 7.00 p.m. This represented just fifty percent of the cost of a normal hiring.

Following a request from BRACE, the Committee agreed as follows:-

- BRACE could utilise as much crockery and utensils as were available in the Parish Hall. They would meet the Chairman and Clerk on the night before the carnival to agree on the number of additional items required.
- The Chairman kindly agreed, himself, to make available a table for use by BRACE on the day of the carnival.

In addition, BRACE were pleased to note that the Parish Council would be entering a float in the procession. The Chairman of BRACE undertook to e-mail the application form to the Chairman of this Committee and also provide a copy of the Booking Form.

BRACE would report back to their next meeting and update the Clerk on the outcome of their discussions.

4. **NEWMAN GROVE ALLOTMENTS**

RESOLVED

That a letter of thanks be sent to Western Power for the excellent improvement works the company had carried out in the vicinity of the Newman Grove allotments.

5. **TELEPHONE AND INTERNET PROVISION**

The Committee noted that the Clerk, following consultation with the Chairman, had agreed a contract with Pop Telecom to provide the following:-

- A new telephone line to the payphone in the lobby of the Parish Hall at a cost of £7.99 per month.
- A new package of line and high-speed broadband for the telephone line in the office [01889-577461] at a cost of £23.49 per month.

RESOLVED

That the action taken be approved and confirmed.

6. **DISTRICT COUNCIL ADMINISTERED ALLOTMENTS**

The Clerk undertook to request the District Council to provide a plan showing the precise location and number of allotments which they currently administered in the Parish.

The Committee would give further consideration to taking over management of these allotments when this further information was available.

7. **PARISH HALL**

a) Hire Fee Income – Update

The Committee noted details of hire fee income as follows:-

	<u>February 2016</u>	<u>February 2017</u>
	<u>£</u>	<u>£</u>
Regular Business	1,470.20	980.40
Extra Business	284.40	236.30
	<u>£1,754.60</u>	<u>£1,216.70</u>

b) The Rugeley Advertiser Booklet

Councillor Mrs DM Easton circulated a copy of this booklet which incorporated a 'Community Notices' page. Organisations could add information onto this page free of charge.

RESOLVED

That the Clerk arrange for the facilities at the Parish Hall to be advertised in the booklet.

c) Marquees

The Clerk reported that following liaison with the Chairman and District Council, approval had been given for two marquees to be erected immediately adjacent to the side of the Parish Hall for a wedding function to be held on 24th June 2017.

A Risk Assessment had been prepared and a copy sent to the District Council as a portion of the marquee extended onto their land.

The Clerk would arrange for the function, with this additional facility, to be covered under the Parish Council's Public Liability insurance.

8. FINANCE REPORT

The Report of the Clerk, showing the financial position of the Parish Hall as at 8th February 2017, was submitted for information and noted.

9. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on 5th April 2017, at 7.30 p.m.

[Chairman]