

## **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, 4<sup>th</sup> October 2017.

### **Present**

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

Apologies for absence were received from Councillors Mrs P Ansell, H Farnath, Miss C Harvey, Mrs G 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 6<sup>th</sup> September 2017, be approved and signed as a correct record.

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

#### **Hire Fee Income – Update**

The Committee noted details of hire fee income for the month of September 2017.

#### **New Rota for Caretaker – Review**

The Committee noted that there was no necessity to review this matter as Isabel Lloyd, the Part-Time Caretaker, had resigned from her position with the Parish Council.

#### **Hirers**

The Committee noted that the Youth Club would no longer be hiring the Parish Hall on a Thursday evening.

The Clerk had already secured a replacement booking for Thursday evenings and was pleased to report that another group called 'Happy Feet' would starting to use the hall with effect from 1<sup>st</sup> November 2017.

#### **Advertising Feature**

The Parish Council noted details of an invitation to advertise in a new brochure being prepared on behalf of Stafford Borough Council.

#### **RESOLVED**

That no action be taken.

### **4. FINANCE REPORT**

The report of the Clerk, showing the financial position in respect of the Parish Hall as at 31<sup>st</sup> August 2017, was submitted for information and noted.

**5. DAMAGE TO DEFIBRILLATOR**

The Committee placed on record its thanks to the following:-

- ✚ St John Ambulance for loaning the Parish Council the use of a defibrillator until such time as a replacement was provided.
- ✚ Estate Signs for providing the Perspex to facilitate the repair to the cabinet housing the defibrillator.

The Clerk reported that the Central Finance and Enforcement Unit had issued an order requiring the youth who damaged the defibrillator to pay compensation in the sum of £1,590.00.

**RESOLVED**

1. That the Clerk arrange for letters of thanks to be sent to both St John Ambulance and Estate Signs.
2. That the Clerk approach Zurich and request that they continue to meet the Parish Council's insurance claim in full on the understanding that any monies received from the Compensation Scheme would be paid to that Company.

**6. NEW YEAR'S EVE FUNCTION**

**RESOLVED**

That no further action be taken.

**7. CCTV**

The Clerk undertook to ascertain when the next phase of the CCTV installation would be carried out.

**8. CHRISTMAS FEATURES**

The Committee noted that the Chairman had secured the donation of a Christmas tree for the parish.

**RESOLVED**

That the Clerk seek a further assurance from Mr David Lusty of Lighting Futures Limited that the Parish Council's lighting features would be erected on the same basis as last year.

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

**RESOLVED**

That the next meeting be held on 15<sup>th</sup> November 2017, at 7.30 p.m.

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[Chairman]