

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Parish Hall and Property Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Thursday, 3rd February 2022.

Present

Alderman R Easton [Chairman], Councillors K Ansell, Mrs P Ansell, Mrs DM Easton, Miss C Hodgkiss and D Johnson.

Apologies for absence were received from Councillors Mrs G Harvey, JC Harvey and Mrs L Johnson

Mrs R Davies [Committee Clerk], Sylvia Gibson [Parish Clerk] and Mr J Smith [Caretaker] were also present.

1. DECLARATIONS OF INTEREST

There were no declarations of interest given at the commencement of the meeting.

2. MINUTES

RESOLVED

That the minutes of the meeting held on 6th January 2022, be approved and signed as a correct record.

3. MATTERS ARISING

There were no matter arising.

4. NEWMAN GROVE ALLOTMENTS

Alderman R Easton reported that he was still awaiting a response from Cannock Chase District Council regarding the resurfacing of the area outside the gate to the allotments.

The Clerk to the Committee gave information on the waiting list for allotments. She had tried to contact the person on the waiting list by email but had not received a reply. Councillor Mrs DM Easton stated that she would contact Mr Jim Cusack [Allotments Superintendent] to pass on the information. It was understood that Mr Cusack was aware of someone who was very interested in taking over the allotment plot which had once been tended by Stuart Murphy [Plot 12].

5. PARISH HALL PROGRESS REPORT

Kitchen Area

The Clerk to the Committee reported on the amount of monies earmarked for the kitchen area.

An inspection was then carried out of the kitchen area. All present agreed that it was important to keep the hall up to a good standard for its users, especially the kitchen.

Several improvements were suggested and it was agreed that the following be actioned:-

1. Replace kick boards
2. Provide a new toaster
3. Changing the light fitting
4. Painting the door

5. Getting a quote for new floor covering

Mr J Smith reported on some improvements that could be made to the Main Hall:-

- Painting the walls to give a fresher look to the hall – suggestion made for grey. Proposed and seconded.
- Stage curtains needed repairing.

All present agreed that the painting of the Main Hall could be achieved but that the stage curtains could be left to a later date. The kitchen area was the main priority at this time.

 **Hire Fees**

The Clerk to the Committee reported on the hire fees for January 2022.

Alderman R Easton requested an estimate of the hire fees up to 31st March 2022. The Clerk to the Committee would bring the figures to the next meeting in March.

6. FINANCE REPORT

The report, showing the income and expenditure of the Parish Hall as at 31st January 2022, was submitted for information and noted.

7. ITEM OF EQUIPMENT

Alderman R Easton reported on a Sissor Lift which he had the opportunity to purchase for the Parish Council. The cost would be £3,000.00 plus VAT.

The Committee agreed that the purchase would be beneficial for Parish Council use and cost effective.

[It was noted that this item was on the Finance and Management Committee Agenda and would also be taken to a meeting of the full Parish Council for ratification.]

8. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on Thursday, 3rd March 2022, at 7.30 p.m.

[Chairman]