



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR

Telephone 01934 820786

E-Mail:- lpcclerk@talktalkbusiness.net

Minutes of a Meeting of **Locking Parish Council's Hall & Park Committee** held on
Thursday 16th March 2017 at
Locking Parish Hall, Grenville Avenue, Locking

Meeting opened: 7:30pm

Meeting closed: 8.55pm

Present :- Cllrs:- John Keate, (Chairman), Les Mason, Peter Lacey, Paul Fowler, Margaret Cooper, Wendy Ashdown and Ex - officio Cllr Bill Bearsby

The Parish Clerk was not in attendance – Minutes taken by Peter Lacey

MATTERS FOR DECISION

- H86) To receive Apologies for absence and approve reasons where appropriate.**
Apologies were received and approved from Cllr Mike Cooper.
- H87) To receive Declarations of Interest by Cllrs and to consider any written applications for dispensations -** None received.

PUBLIC PARTICIPATION

- H88) To receive and hear any person who wishes to address the committee –** None received.

MATTERS FOR DECISION

- H89) Minutes of Meeting:** To confirm the Minutes of meeting held on 26th January 2017

RESOLVED : That the minutes of the committee meeting held on 26th January 2017 (previously circulated), be taken as read, agreed as being a true and correct record, and as a consequence, signed by Cllr John Keate.

- H90) Updates:** Some expected quotes were unavailable, due to recent IT problems and the Clerk`s holiday period.
- H91) Financial reports:**
- a) Bi-monthly receipts and payments (22/01/2017 to 16/03/2017) Factors affecting income and higher costs (ie water bill) were discussed. The report was agreed and signed.
 - b) Bi-monthly budgetary control reports (22/01/2017 to 16/03/2017) The report was agreed and signed.
- H92) Items in the Park for repair, maintenance or disposal:** Following comments from Cllr Keate, the condition of rubbish bins in the Park is to be reviewed in May. Concerns were voiced about the undulating grass surface in the Park. It was agreed that the grounds contractor should be asked to quote for rolling the surface before it dries out too much.

- H93) Items in and around the Hall for repair, maintenance or disposal:** It was agreed that the old floor polisher that failed the PAT test should be disposed of and removed from the inventory.
- H94) Reports:**
- a) Parish Orderly : Notes were read out.
 - b) Cleaning contractor : not submitted.
 - c) Grounds care contractor : Requested for next Full LPC meeting.
- H95) Fire & Health and Safety Risk assessment:** Cllr JK to produce prioritised lists of tasks required in order to construct a viable action plan.
- H96) Sound System:** No progress on installation has been made due to illness. It was decided to determine who the supplier was, and to find out if they could install the equipment, or recommend an installer.
- H97) PAT Test:** Two items required minor repairs (in hand) and one item was deemed unrepairable – (see H 93).
- H98) Asset Register:** Cllrs Mrs Cooper and Ashdown had completed the updating of the register. Rates of depreciation were discussed.
- H99) Parish Hall Lights:** Cllr Mike Cooper has sent details of recommended replacement (LED) lights to the Clerk.
- H100) Parish Hall Chairs:** There are 60 chairs available at present. Discussions centred on whether or not we need more. It was decided that we should not purchase more at present.
- H101) Play equipment for Park:** Information gathered by Cllr Mrs Cooper was shared. This covered options, approx costs and installation arrangements. Discussions focussed on suitable options and safety surfacing needs. Could the existing (currently redundant) wet-pour framework be utilised? It was decided to request a site visit from `Creative Play`, to advise on site suitability and viable options.
- H102) Correspondence & items for next agenda:** Nil

PART 2

Exclusion of press and public.

The council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda items below, by reason of the confidential nature of the items of business being transacted, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

- H103) Parish Hall Charges :** Discussions centred on the need to revise charges for long term hirers, based on actual current costs, in order to reduce the growing losses apparent in operating the Parish Hall. The following were agreed:-
- a) to implement the already agreed increase of 2.5% for all users from April 2017.
 - b) to instigate a complete review of costs to be available by May 2017.
 - c) to establish `sustainable` hire rates.
 - d) to propose a phased `correction` of rates, possibly starting in Sept 2017, over a suitable time period.

There being no other business the chairman closed the meeting at 8.55 pm.

Signed (Chairman).....

Date

The next meeting of the Locking Parish Council Parish Hall and Park Committee will be Thursday 18th May 2017 at 7.30 pm in Locking Parish Hall, Grenville Avenue.