



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR
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Minutes of a Meeting of **Locking Parish Council's Hall & Park Committee** held on
Thursday 18th January 2018 at
Locking Parish Hall, Grenville Avenue, Locking

Meeting opened: 7:30pm

Meeting closed: 8.30pm

Present: Councillors: John Keate (Committee Chairman), Les Mason (Vice Chairman) Peter Lacey, Margaret Cooper, W Bearsby & Ex-officio Mike Cooper & Clive Blinco.

Also in attendance: The Clerk

MATTERS FOR DECISION

H73) To receive any Members' apologies for absence: Cllr Wendy Ashdown

H74) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations – None declared.

H75) To receive and confirm the Minutes of the Committee meeting held on 16th November 2017.

RESOLVED: That the Minutes of the Committee meeting held on 16/11/17 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed as such by the meeting Chairman.

H76) To receive any update on items in those Minutes which are not included on the Agenda. Cllr John Keate stated that the Multiplay equipment had not as yet been repaired.

H77) Financial Reports:

a) To approve the bi-monthly receipts & Payments (17/11/17 to 18/01/18).

RESOLVED: The bi-monthly receipts & Payments were approved. *(Signed by Chair)*

b) To note the bi-monthly budgetary control report 01/04/17 to 18/11/18) – **NOTED** and *(Signed by Chair)*

H78) To deal with any items in the Park for repair, maintenance or Disposal:

Wooden Chain Plank. Cllr John Keate reported that the quote we received was not for the complete repair. It was agreed that the quotation to finish the job should be accepted. Cllr Peter Lacey requested that a Purchase Order system should be put in place in order to avoid any confusion in the future. To be included on next Full Council Agenda.

H79) To deal with any items in/around the Hall for repair, maintenance or disposal.

A quote was received to protect the front of the Stage. It was agreed that the Clerk find out what material is to be used and how it is to be fitted.

H80) Reports: To receive reports (if available) and discuss / decide on any action to be taken.

a) Parish Orderly: Report received. Equipment in Park all OK.

b) Cleaning Contractor: No report received. Clerk to contact cleaner in order to obtain regular reports and time sheets. It was agreed that Cllrs should check the Parish Hall on a regular basis. This to be done on a rota basis by two councillors.

c) Grounds Care Contractor: Report received – Report received and circulated. Clerk to contact

contractor regarding completion of work on the Wet Pour removal.

H81) To consider and agree a quote received to repair concrete path outside the Parish Hall. It was agreed that the Clerk should obtain two more quotes.

H82) Summer Fete: To consider and decide on a request for using the Hall free of charge on the 7th July as it is a community event. It was agreed that the no charge should be made for use of the Hall. It was agreed that the Clerk should contact the lady who made a separate booking and let her know that the principal booking was made by the Scout leader and ask he to arrange any requirement with him.

H83) Locks for doors under the Stage: To consider and decide on changing. It was agreed that two of the locks should be changed leaving the middle doors the same.

H84) Parish Hall Kitchen: To discuss and decide on issues concerning use of kitchen by hirers of the Hall. As Locking Pre-School was the main user it was decided that the topic should be discussed at the Contract meeting which is to be held on the 25th January 2018.

H85) Correspondence & Items for next Agenda:

(Please note that the Committee is unable to make any formal decisions under this item).

Next Agenda: Window replacement in Hall. Repairs to path outside Parish Hall.

There being no further business the Chairman closed the meeting at 8.30pm

Signed (Chairman).....

Date.....

The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 15th March 2018 at 7:30pm in Locking Parish Hall.