

**FINAL MINUTES OF THE MEETING OF THE HALL COMMITTEE
HELD ON THE 25th April 2023 AT 7.00 PM**

Present: Cllr Lynda James (Chair) LJ, Cllr Will Smith WS, Cllr Cari Jones CJ, Cllr Steve Sheriff SS, Cllr Ralph Cook RC, Cllr Karen Penny KP, Cllr Susan Rodaway SER, Clerk

Apologies were received from Cllr Keith Atkins due to personal commitments.

Apologies for Lateness: Cllr Cari Jones

Declarations of interest none Cllr Will Smith declared an interest in any items relating to anything relating to Squiggles Nursery

All votes will be named votes

Questions from the Public relating to items on this agenda (limited to 10 minutes)

- 1) To discuss the outcome of the external review of the building, agree recommendation within Hall budget and agree recommendation not within Hall budget to go for recommendation to Full Council.**

A walk round of the building had been conducted earlier and list put together which was mainly vent covers and drains, the Clerk was asked to seek contractors to do the work which would be covered by the Hall repair and maintenance budget line.

Cllr James also stated that the kitchen cupboards needed a bit of a spring clean.

It was proposed that the meeting go “into camera”

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Proposed by RC seconded by LJ agreed by all with 1 abstention SER

- 2) To discuss and agree a contractor to conduct a fire risk assessment for the Hall for recommendation to Full Council**

The Clerk explained the need for the full fire risk assessment which had not been done for a few years and read out the estimates received.

Company A £291.67

Company B £495

Company C £500

As the various companies offered slightly differed services the Clerk was asked to investigate further and put together a report ready for the next Full Council Meeting.

Cllr Rodaway asked for it to be noted that she had expressed concerns that the meeting was not legal as it did not follow the agreed hybrid procedure. She also added that it

should not have gone into camera at this point. A heated discussion ensued Cllr Penny asked who she could seek information from regarding the Hybrid procedure, Cllr Rodaway reminded the committee of the local resolution protocol which they would already have received. The Clerk was asked to send round another copy.

The meeting remained “in Camera”

3) To discuss the leasing or long-term lettings of the small hall

Options were discussed the Clerk informed the Committee of some requests that had been made by a potential booker.

Cllr Rodaway asked if it was appropriate for Cllr Smith to take part in this discussion due to him being a tenant himself and encouraged him to declare an interest at this point, he said he had declared an interest in all things Squiggles and did not think this relevant to Squiggles so remained in the room. Another discussion ensued regarding conflict of interests.

The committee agreed that the small hall could be rented rather than leased formally and were interested in taking the discussion forward.

4) To discuss and agree the design and purchase of a banner for the hall for recommendation to Full Council

A banner design was discussed the Clerk was asked to source suppliers.

5) To agree the virement of funds to a new publicity budget line for recommendation to Full Council.

Virement of Funds from the PPL/PRS budget line would be recommended to Full Council

Proposed by LJ seconded by RC agreed by all with 1 abstention SER

Cllr Cari Jones joined the meeting at 7.41pm

6) To agree to go out to tender for the hall refurbishment for recommendation to Full Council

This item was deferred as the Committee would like new plans drawn up, after a review meeting with the Architect as they believed they had a more cost-effective plan, the Clerk was asked to include this in the May agenda.

7) To agree a routine and participants for testing the hall alarms

Volunteers gave their names Cllr James agreed to draw up a rota.

8) To formulate a draft 5-year plan for the Hall

The budget plan was discussed and initial amendments made.

The meeting closed at 8.15 still “in camera”