DRAFT MINUTES FROM THE HALL COMMITTEE MEETING OF PENNARD COMMUNITY COUNCIL
HELD ON THE 9th NOV AT 7.00 PM

Present: Cllr Lynda James LJ(Chair), Cllr Keith Roberts KR, Cllr Ralph Cook RC, Clerk
Apologies for absence: Cllr Susan Rodaway
Absent: Cllr Jason Thomas, Cllr Adam O'Brien

Declarations of interest: None
All votes will be named votes
Questions from the Public relating to items on this agenda (limited to 10 minutes) - none

1. To receive update on Hall repairs and maintenance due this month.
The Clerk reported that there were still some cupboard locks to be repaired and that the EICR and emergency light testing was to be done over the next couple of weeks.

2. To discuss the quotes received for the Hall Insulation and Lighting and choose a contractor for recommendation to Full Council.
The quotes for the Hall light replacements were read out, the Clerk explained that she had contacted 7 companies, but not all had sent in information. The information was broken down to Lighting and Insulation.

Lighting
Company A gave a price for non dimmable of £4538 and dimmable of £4921
Company B gave a price for non dimmable of £5746 and dimmable of £6898
Company C gave a price for non dimmable of £3855
Company D did not provide a quote for electrics

The Clerk read out what was included in each estimate and a discussion ensued, Company C was shortlisted, but the Clerk was asked to obtain a list of the equipment which would be installed from all contributors.
It was proposed to recommend Company C to Full Council to supply and install the Hall lighting
Proposed by KR seconded by LJ agreed by all

Insulation
The Clerk went on to read out the quotes for the Ceiling insulation and what was included, which had also been provided by these same companies.

Company A gave a price of £10530 to insulate the hall replacing any damaged tiles and an £18966 insulate and replace the ceiling.
Company B gave a price of £8036
Company C gave a price of £4614 stating additional tiles cost may apply
Company D gave a price of £5504
The quotes were discussed, and it was proposed that Company C be recommended to full council.
Proposed by KR seconded by LJ agreed by all

It was suggested that the roof ventilation be put on hold awaiting further investigation.

3. To discuss the quotes received for the Hall boiler and choose a contractor for recommendation to Full Council.

The Clerk had written to 4 companies who had all supplied quotes to replace the boiler. None had recommended electric.

Company A quoted £4550 for a Worcester 8000 40kw combi boiler
Company B quoted £3950 for a Navien NCB 700 boiler
Company C quoted £6354 for a Worcester Greenstar 8000 50kw regular boiler
Company C quoted £3758 for a Worcester Greenstar 8000 40kw combi boiler
Company D quoted £4200 ?? for a Worcester 8000 50kw combi boiler

The Clerk explained that company D had mentioned the cost on the phone but had not stated it in their email proposal, but it was around the £4200 mark.

The members discussed the estimates and agreed to take Company A and Company D's quotes to Full Council to make a decision and the Clerk was asked to get clarification of D's cost.

Proposed by LJ seconded by KR agreed by all

4. To receive the void smoke detector quote from our fire equipment provider for recommendation to Full Council.

This had not been received in time for the meeting

5. To agree the Hall fees for 2027/28

The hall fees were discussed and the following proposed.

Per Session	**Pennard Ward**	**Outside Ward**
Main Hall	£20.00	£25
Small Hall	£17	£20
Children's Party	£35	£45
Adult Party/Event	£50	£60
Hygge Market	£40	

If a class requires a music licence, then an extra £2.38 per session will be due.

Proposed by LJ seconded by KR agreed by all

6. To draft the Hall Revenue Budget for 2027/28

The budget lines were examined, and the current spend profile was discussed, the draft hall revenue budget figures were entered onto the spreadsheet.

The initial draft was proposed by LJ seconded by KR agreed by all

7. To draft the Hall Capital Budget for 2027/28

The Capital budget was discussed and entered onto the spreadsheet.

The initial draft was proposed by LJ seconded by KR agreed by all

The Meeting closed at 8.27pm