
**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE
MEETING ON TUESDAY 10th JANUARY 2012**

MEMBERSHIP AND ATTENDANCE

Chairman: * Cllr R Kipps

Members: - * Cllr M Green
* Cllr Mrs Hayward (ex officio)
* Cllr Miss P Howell
Cllr R Khiroya
* Cllr K Morris
* Cllr Mrs A Preedy
Cllr Mrs L Sutherland (ex officio)
* Cllr S Watkins

Also in attendance: Mr S Manson - Surveyor
Major Philpot – Royal British Legion
* Mrs Y Merritt – Treasurer
* Mrs M Putman – Secretary

*Denotes members present

Also present Cllrs Mrs Boatman, Mrs Jarrett and Mrs Worrall

11/035 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Khiroya, Cllr Mrs Sutherland and Major Philpot.

11/036 DECLARATION OF INTEREST

There were no declarations of interest received.

11/037 APPROVAL OF THE MINUTES

The Committee
RESOLVED

The minutes of the meeting dated 1st November 2011, were approved as a true and correct record.

11/038 MATTERS ARISING

There were no matters arising.

7.10pm, Cllr Morris joined the meeting.

11/039 SECRETARY'S REPORT

War Memorial Hall

Electrical Supply

The Committee discussed the electrical tender documents. As the tender prices were considerably different.

The Committee
RESOLVED

To send all the documentation to the Council's Surveyor for his consideration.
That his report be forwarded to Full Council for consideration.

This was proposed by Cllr Howell, seconded by Cllr Watkins and carried five in favour and one against.

Tables

The Secretary confirmed that the damaged tables had been removed off site. It was agreed that should finances allow these tables would be replaced.

The Committee
RESOLVED
To note the report

11/040 TREASURER'S REPORT

The Treasurer advised that it was likely that the income would be lower at year end than originally anticipated. There had been the loss of a commercial booking and two groups which had an effect on the income. Whilst more bookings were coming in these where for a lower hourly rate and less hours. There were additional admin costs in time and money as more invoices had to be produced and sent out.

The Committee
RESOLVED
To note the report

11/041 HOLLYBUSH HALL

Members considered the report and agreed that the project continue to be investigated. It was agreed that the Committee should take the advise given by the CDA and ask Herts Disability to come an carry out a disability assessment. There were concerns expressed about the hedge that currently grows along the front of the Hollybush Hall. Some members felt that this should be removed to increase the openness and access to the site. It was agreed however that no action should be taken with the hedge until the Disability Access Assessment had taken place.

The Committee
RESOLVED
To ask the Secretary to Contact Herts Disability in view of carrying our an assessment of the access.
To note the report.

11/042 FEES AND CHARGES

7.45 pm Cllr Mrs Hayward joined the meeting

Members considered the fees and charges as described within the report. Members were concerned regarding the current anomalies between the rates for different groups. The current scheme does not take into account the actual costs incurred by the

Committee in relation to the cost of the Caretaker. For example the fees on a Sunday did not take into account that the Caretaker was paid at double time.

With this information in mind the members then went through the fees and charges and agreed the following

The Committee

RESOLVED

That all fees would increase by 7%, increased to the nearest 50p.

That the fees for the Bullsland Hall would also increase after 6 pm and at weekends to cover caretaker costs.

That the Meetings and Group Rates would be amalgamated with Voluntary Rates for all new customers.

That the Sunday rates would increase to be the same as Saturday for all new bookings.

That a review of all fees and charges in comparison to other local halls would be fully assessed at a future meeting.

That as it was likely that the Charity would still not reach its targets, that this committee ask the P&R committee to increase its grant to cover the shortfall.

This was proposed from the Chair and unanimously agreed.

11/043

CLOSE

The meeting having commenced at 7.00 pm, closed at 8.25 pm

The Committee Chairman has agreed these minutes.

Signed **Date**

These minutes were agreed as a true and correct record and signed by the Chairman.

Signed **Date**