
**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE
MEETING ON TUESDAY 8th JANUARY 2013**

MEMBERSHIP AND ATTENDANCE

Chairman: * Cllr S Watkins

Members: - * Cllr M Green
* Cllr Miss P Howell
*Cllr R Khiroya (ex officio)
*Cllr R Kipps
* Cllr Mrs V Lantree
Cllr K Morris
*Cllr Mrs A Preedy
*Cllr Mrs L Sutherland (ex officio)

Also in attendance: Mr S Manson - Surveyor
*Mrs Y Merritt – Treasurer
*Mrs M Putman – Secretary
*Cllr Mrs J Worrall

*Denotes members present

RECOMMENDATIONS 1

TREASURERS REPORT

The Committee discussed the recommendations on the agenda and the course of action to be taken.

The Committee

RESOLVED TO RECOMMEND TO FULL COUNCIL

- (i) That the Village Halls Trust ask Full Council to make up the shortfall of income of a sum up to £6,000 for the current financial year 2013/13

AND ALSO RESOLVED

- (ii) The Committee create a strategy for increasing revenue to the halls which would include advertising.
- (iii) Volunteers from the Village Halls Trust to look into sources of funding from outside bodies/grant funding which should include speaking to Three Rivers District Council to see if they would consider investing in the hall and investigate possible funding from private companies.
- (iv) The Committee add the future of the halls including the above resolutions into the Four Year Vision
- (v) The Committee also agreed to investigate further opportunities for filming in the halls and seek prices to refurbish the ladies toilet area and kitchen.

12/ 037 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Morris

12/038 DECLARATION OF INTEREST

There were no declarations of interest received.

Cllr R Khiroya felt that marketing should be further investigated and look at the possibility of advertising in the Chorleywood Residents Association magazine. It was also suggested that the website should be looked at by the Committee in view of revamping the halls page to include positive reviews and more pictures.

12/045 BUDGET 2013/14

The Committee felt that the cost of window cleaning should be reduced and that arrangements would be made for them to come every 2 months.

It was noted that fees would have to be increased for Account number 323 - Computer Services to reflect the real cost of the computer fees. The Committee were advised that No 300 salaries would be rising as the Government had agreed a 1% pay increase.

It was agreed that the budget would be calculated by Cllr Mrs Lantree, Cllr Mrs Preedy and the Treasurer after the meeting. The draft budget would then be presented to the P&R Committee for approval as part of the budget setting process for the Precept.

12/046 DRAFT RISK MANAGEMENT ASSESSMENT

It was agreed that the Draft Risk Management Assessment would be brought forward to the next Village Halls Committee meeting on Tuesday 5th March, 2013

12/047 FOUR YEAR VISION

It was agreed that the Four Year Vision would be brought forward to the next Village Halls Committee meeting on Tuesday 5th March, 2013

12/048 CLOSE

The meeting having commenced at 7.00 pm, closed at 8.35 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**