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**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE  
MEETING ON TUESDAY 18<sup>th</sup> NOVEMBER 2014**

**MEMBERSHIP AND ATTENDANCE**

Chairman: \*Cllr Rodney Kipps

Members: - \*Cllr John Copley  
\*Cllr Harry Davies  
\*Cllr Tony Edwards (ex officio)  
\* Cllr Raj Khiroya  
\* Cllr Ken Morris  
\* Cllr Alison Preedy  
\*Cllr Steve Watkins (ex officio)  
\*Cllr Jenny Wood

Also in attendance: Alan Manson – Surveyor  
\* Yvonne Merritt – Treasurer  
\* Michelle Putman – Secretary

\*Denotes members present

**14/18 APOLOGIES FOR ABSENCE**

There were no apologies for absence

**14/19 DECLARATION OF INTEREST**

There were no declarations of interest received.

**14/20 APPROVAL OF THE MINUTES**

The Committee

RESOLVED

The minutes of the meeting dated 16<sup>th</sup> September 2014 were approved as a true and correct record,

**14/21 MATTERS ARISING**

**Recommendation 2 War Memorial Hall Refurbishment**

The Treasurer advised that the contract had come in on time and on budget. She was happy with the end results and the quality of workmanship. She also advised that the second phase would be going out for tender in the next couple of weeks.

**14/22 SECRETARY'S REPORT**

**WMH**

The Secretary confirmed that the new curtains enhanced the stage. Members of the committee were happy that the hand driers were no longer being leased.

**Table Top Sale**

The Chairman requested that a rota be produced for Full Council asking councillors to help at the table top sale.

## **WiFi**

It was agreed that the new WiFi should be publicised in all the halls literature and on the website

The Committee  
RESOLVED  
To note the report

## **14/23 TREASURER'S REPORT**

The Committee  
RESOLVED  
To note the report.

## **14/24 REVISED BUDGET**

Members of the Committee were pleased that the income stream was continuing.

The Committee  
RESOLVED  
To note the report.

## **14/25 PROPOSED FEES AND CHARGES**

Members considered the fees and charges and agreed that the overrun deposit of £75.00 be introduced but used at the Secretaries discretion.

The Committee  
RESOLVED  
To accept the fees and charges as outlined in the report  
To add an additional deposit fee of £75.00 to cover overruns but that this would be charged at the Secretaries discretion.

This was proposed by the Chairman and unanimously agreed.

## **14/26 DRAFT BUDGET FOR 2015/16**

The Treasurer went through the budget and explained the proposed variances. She explained that she had reduced the grant funding required from £20,000 to £18,000, however members felt that it was too soon to assume the growth in income would be sustainable and agreed that the grant should remain at £20,000 for the forthcoming year but would be reviewed in the next budgetary cycle.

The Committee  
RESOLVED  
To adopt the budget for 2015/16 with the grant funding remaining at £20,000.

This was proposed by Cllr Morris, seconded by Cllr Watkins and unanimously approved.

## **14/27 NEW ADDITIONAL MANDATORY LICENSING CONDITIONS**

The Committee  
RESOLVED  
To note the report.

## **14/28 CARETAKERS POSTION AT THE WAR MEMORIAL HALL**

