
**REPORT OF CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE
MEETING ON TUESDAY 27th SEPTEMBER 2016**

MEMBERSHIP AND ATTENDANCE

Chairman: * Cllr Rodney Kipps

Members: -

Cllr Raj Khiroya
*Cllr Jill Leeming
*Cllr Ken Morris
* Cllr Alison Preedy
*Cllr Martin Trevett
*Cllr Steve Watkins (ex officio)
* Cllr Jane White (ex officio)
Cllr Jenny Wood

Also in attendance

* Yvonne Merritt – Treasurer
Michelle Putman – Secretary

16/21 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Raj Khiroya ,Jenny Wood and Secretary Michelle Putman

16/22 DECLARATION OF INTEREST

There were no declarations of interest

16/23 APPROVAL OF THE MINUTES

The Committee
RESOLVED

The minutes of the meeting dated 26th July 2016 were approved as a true and correct record.

16/24 MATTERS ARISING

16/15 Hanging Baskets – it was agreed that winter baskets would be put outside the War Memorial Hall. Cllr Kipps agreed to see if he could purchase the pulleys which will enable easier care and watering of the baskets.

16/19 – CKTS The Clerk advised that she had received a quotation from the school for the works to be carried out. The Heads of Terms were currently with their solicitor.

16/25 SECRETARY'S REPORT

War Memorial Hall –

Members noted the new signage

The committee noted that the hearing loop had now been fixed and conveyed their thanks to Mike Field.

Blinds

The Committee

Resolved

To accept the quotation for roller blinds at a cost of £252.06 and to ask the secretary to order them in grey.

This was proposed by Cllr Kipps and unanimously agreed.

Dishwasher

The Committee

Resolved

To accept Company A and purchased the dishwasher at a cost of £1700

This was proposed by Cllr Kipps and unanimously agreed

Common Room – nothing to report

Bullsland Hall & Hollybush Hall

The Council agreed to note the report

16/26 TREASURERS REPORT

The Committee

RESOLVED

To note the report

16/27 MONTESSOURI SCHOOL AT THE HOLLYBUSH HALL.

The meeting had been held at the Hollybush hall and Members inspected the work carried out and were suitably impressed.

The Committee looked at the Heads of terms and made a few minor adjustments. Providing these were agreed by the tenant occupation could commence on 1st October 2016.

There were still a number of outstanding maintenance issues that needed to be addressed but these were in the outside space.

The Committee

Resolved

To agree to the changes to the heads of terms.

16/28 MOTORISED SCREEN

Members commented that the current screen had been in situ for over 40 years and was imperial on size, where new films were in a metric measurement. It was also noted that again with the help of Mike Field this would be set up and a mechanism installed to ensure that the screen was correctly tensioned.

The Committee

RESOLVED

To purchase a non-tensioned motorised screen from Company A at a cost of £914.29

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

16/29 FOUR YEAR VISION

It was noted that the website team would be meeting in the very near future to discuss the what should go on the webpages. It was noted that this committee would like availability to

be put on the website and perhaps arrange for virtual tours of the halls as well as frequently asked questions.

It was also suggested that officers look at an online booking system which could then be linked to the website.

It was noted that as a significant sum of money had been spent on the Hollybush all the work identified for the Bullsland Hall would be deferred until the next financial year.

16/30 HEALTH AND SAFETY REPORT – ELECTRICAL TESTING

The comments from the electrician were discussed. Cllr Trevett who has experience in this field stated that the comments were routine and in reality there would be very few properties which would comply with 17th edition of the regulations

The Committee
RESOLVED
To note the report

16/31 CLOSE

The meeting having commenced at 7.30 pm, closed at 8.43 pm

Signedagreed via email Date28.9.16.....

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

Signed Date