

**BROOMFIELD PARISH COUNCIL**

**Minutes of Broomfield Village Hall Committee.**

**Held in the Council Office at Broomfield Village Hall at 12 noon on Monday 9<sup>th</sup> December 2019**

<b>19/39.</b>	<b>Members attending</b> Chairman Trevor Jones Councillors Mercer, Faulds Also present Cllr McKie, The Clerk, Administration officer. <b>Resolved.</b> Apologies were accepted from Sue Hubble. Proposed Trevor Jones and carried unanimously.
<b>19/40.</b>	<b>Declarations of interests</b> There were no declarations of interest.
<b>19/41.</b>	<b>To consider progress in recruitment of caretaker/cleaner/litter picker</b> The Clerk reported that other tasks had taken priority and no work had been done towards this appointment.
<b>19/42.</b>	<b>Financial Matters</b>
a.	To note the monthly financial report.  The Clerk reported that the transfer of money to the payroll company was not made for reasons outside of the charity's control. The staff have been paid, and the money would be transferred with the December payment.
b.	To receive quotation for replacement external lights at a cost of £234.85 plus VAT.  The quotation was accepted.
	The Committee agreed to reduce the current account to limit fraud on the current account.
<b>19/43.</b>	<b>Village Hall maintenance</b>
a.	To note booking of repair to fire door in small hall. Repair booked for Tuesday 10 <sup>th</sup> December.
b.	To note hall redecoration re-booked Decorator will be working over the Easter Week
c.	To note re-booking of deep clean. Coming on 21 <sup>st</sup> December.
<b>19/44.</b>	<b>To consider specification for resurfacing of Village Hall car park.</b> The specification is to scrape and resurface the full car park, angel land and the footway. After surfacing the bays will be remarked.

<b>19/45.</b>	<b>To receive Health and Safety Inspections for the Village Hall and car park.</b> The inspections were noted and no actions were required .
<b>19/46.</b>	<b>Items for next agenda</b>  Solar panels.