

BROOMFIELD PARISH COUNCIL

Minutes of Broomfield Village Hall Committee
Held in the Council Office at Broomfield Village Hall Monday 5th August 2019

19/1.	Members attending Chairman Trevor Jones Members Cllr Hubble, Cllr Faulds, Cllr Mercer. Also present Michael Letch, Wendy Martin, Steff Smith
19/2.	Declarations of interests There were no declaration of interests made.
19/3.	Public Question Time There were no members of the public present.
19/4.	To consider advertising for a relief Caretaker/cleaner The committee considered the options available and would prefer to manage cleaning within existing staffing capacity. Without splitting the current job or taking out the cleaning duties, there is insufficient work to attract a caretaker, and the matter remains under review. The Committee decided to have a deep clean to give a clear reference point for future cleaning work.
19/5.	Financial Matters. It was noted that there was an accumulated loss for the year to date, however concern was expressed about the format of the report not clarifying revenue and capital costs. The Clerk would review the format and produce an alternative.
a.	To consider purchasing tables for the Village Hall. The Committee was advised that when the last set of new tables were purchased the Caretaker had disposed six of the older tables, but three poor tables remain. It was agreed that three more table would be purchased and the old tables retained.
b.	To receive quotes for lighting within the building. The Committee was advised that some of the lobby lights were incorrectly installed and must be replaced. It was agreed that the MT quote would be accepted.
c.	To receive quotes for the redecoration of the Village Hall, complete hall, foyer and ladies' toilets. Quote 1) £800 excluding paint for the main hall. Quote 2) £6,000 included paint for the hall, foyer, toilet and kitchen.

	The quotes were noted, but no action would be taken until it was clear how the work would be financed.
d.	<p>To receive quotes for CCTV in and around the building.</p> <p>MT Electrical would install seven cameras and DVR for £2,400</p> <p>The decision would be deferred to a later date and the Parish Council would be reminded that the improvement in security would benefit their staff. The Clerk noted the observation and would add the matter to a later council meeting.</p>
e.	<p>To consider perimeter strimming of newly constructed adventure cycle way and path blowing at a cost of £150.00 per annum.</p> <p>The Clerk reported that one cut had already been commissioned as the nettles were overgrowing the path.</p>
f.	<p>To consider quote for replacement MUGA and car park lights.</p> <p>The Committee asked Cllr Faulds to investigate sources of grant money to fund improvements of approximately £5,000.</p>
19/6.	<p>To consider obtaining quotes for the resurfacing of the Village Hall car park and repositioning the barrier.</p> <p>An additional three quotes would be required.</p>
19/7.	<p>To receive Health and Safety Inspections for the Village Hall and car park</p> <p>The reports were noted and no actions would be required.</p>
19/8.	<p>Items for next agenda</p> <p>Accounts.</p> <p>Next meeting September 2nd</p>