

BROOMFIELD PARISH COUNCIL

You are summoned to attend the forthcoming meeting of Broomfield Village Hall Committee to be held in the Council Office at Broomfield Village Hall at 12 noon on Monday 11th November 2019 for the purpose of transacting the business shown on the agenda.



Michael Letch
Clerk to the Council
6th November 2019

19/30.	Members attending Chairman Trevor Jones Cllrs Faulds, Cllr Hubble, Mercer.
19/31.	Declarations of interests There were no declarations of interest.
19/32.	Public Question Time There were no members of the public present.
19/33.	To consider advertising for a relief Caretaker/cleaner It was agreed that the idea was sound in principle, and would be considered once the split between the two roles has been quantified and the relative costs agreed.
19/34.	To add an additional emergency contact number for the Village Hall. Trevor Jones will continue to be the backup until a relief caretaker is appointed. The Clerk to investigate call divert options to allow calls to transfer from the primary to a backup number.
19/35.	Financial Matters
a.	The monthly financial reports were noted.
b.	To receive quotation for replacement light in kitchen at a cost of £127.00 plus VAT
c.	To receive quotation for encroaching hedge line to the rear of the Village Hall plus clear all kerb edges in the car park at a cost of £480.00 plus VAT. It was noted that the hedge belongs to vintage inns who have maintained it in past. The Clerk will write and request that the work be done.
d.	To note the amount of up to £3,020 to be received from Sport England.
e.	To note the contractor assigned to hall redecoration has withdrawn, but the hall bookings had already been cancelled. Other contractors are being sought. If possible, using the same time as have already been booked.
19/36.	Village Hall maintenance

	<p>To note that lighting repairs were carried out to MUGA and car park on 31.10.19. One of the poles has failed and will have to be repaired before the invoice is paid.</p> <p>To note that the deep clean booked on 2nd and 9th November did not happen. An alternative date will be sought.</p> <p>Storage shelves in stay-n-play cupboard installed</p> <p>To note repairs carried out to the windows.</p> <p>To note the repair to entrance door</p> <p>To note boiler has been serviced by PES. The Committee noted the price of £373 for annual maintenance.</p>
19/37.	<p>To receive Health and Safety Inspections for the Village Hall and car park.</p> <p>The work on the car park is still outstanding and new quotes will be required.</p>
19/38.	Items for next agenda