

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Parish Hall and Property Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Thursday, 15th December 2022.

Present

Alderman R Easton [Chairman], Alderwoman Mrs P Ansell, Councillors K Ansell and Mrs DM Easton

Apologies for absence were received from Councillors Mrs G Harvey, JC Harvey, Ms C Hodgkiss, DR Johnson and Mrs L Johnson.

Mrs R Davies [Clerk to the Committee] and Mr J Smith [Responsible Finance Officer and Caretaker] were also present.

1. DECLARATIONS OF INTEREST

There were no declarations of interest given at the commencement of the meeting.

2. APOLOGIES

As listed above.

3. NEWMAN GROVE ALLOTMENTS

The Clerk to the meeting informed Members that she would invite Mr C Royall [Cannock Chase District Council] and Mr Jim Cusack [Allotment Superintendent] to the next meeting of the Committee.

4. MINUTES

RESOLVED

That the minutes of the meeting held on 3rd November 2022, be approved and signed as a correct record.

5. MATTERS ARISING

Website Management

The Clerk to the meeting informed Members that she had sent paperwork to Mr Nigel Ferguson [Website Manager] to be included on the website.

Road Sweeper

The road sweeper had not been sold as yet. The battery had been changed but there appeared to be a fault with the electronics.

Tractor

It was decided to keep advertising the tractor – not had any offers to this present date. Important to get as much money as possible from the sale.

6. PARISH HALL PROGRESS REPORT

The Clerk reported to the Committee the total amount of fees for the month of November which amounted to £1,490.06. The total amount of fees from 1st April to 30th November 2022, amounted to £10,590.22.

Mr John Smith [Caretaker/Responsible Finance Officer] reported to the meeting that he had purchased some new Christmas lights for the hall and that he had donated a Christmas tree and one other Christmas item.

7. FINANCE REPORT

The report presented by John Smith, showing the income and expenditure of the Parish Hall as at 15th December 2022, was submitted for information and noted.

All agreed that the hire fees were steadily climbing and the Committee noted a slight increase with regard to children's parties. Positive comments were forthcoming about the cleanliness of the hall. The Committee thanked Mr John Smith for his work in the Parish Hall.

8. CHRISTMAS LIGHTS

The Christmas lights would be operating from 6th December 2022 until 1st January 2023. It would be a shorter time this year in order to save on costs.

The total cost to Mr D Lusty [the installer of the lights] would be £8,525.00 without the VAT.



The cost of the electricity was not known as yet – the invoice would normally be received by February 2023.

The Clerk to the Committee was asked to send a letter of thanks to Mr Lusty for his hard work in installing the Christmas lights.

9. REVIEW OF PARISH HALL INVENTORY

Members of the Committee and John Smith [RFO] went through the list of items in the ladies and gents toilets, the disabled toilet and the Conference Room, and updated individual costs for insurance purposes.

Two items had been removed:-

-  Bucket
-  Nappy disposal bin

10. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on Tuesday, 3rd January 2023, at 7.30 p.m.

[Chairman]