

Meeting of the Queen's Hall Committee
Minutes of a Meeting of the held on 4th February 2010

Present: Mrs King (Chairman), Mr Gregory, Mrs Burgess
In attendance: Mrs Jones (Clerk), Mr Blanch, Mrs Revell,

227 Apologies for Absence were received from Mrs Macintyre and Mr Salisbury

228 Declarations of Interest There were no declarations of interest regarding any items on the agenda.

229 Approval of Minutes of Previous Meeting The minutes of the meeting held on 26th November were taken as read and confirmed as a true record.

230 Maintenance of the Queen's Hall

230.1 Flooding: The Chairman reported that the drainage contractor stated in his report that the damage had been caused by the poor service condition of the existing pipe but also by the fact that the pipe was undersized. The loss assessors were now looking into this further and if it was decided that the damage was due to the poor condition of the pipework, they would only be liable for a proportion of the costs. The decision of the insurance company with regarding this would be required before the work could be started. If the Parish Council was found liable for the damage, this would have a serious impact on the budget

230.2 Green Room: Due to the work that was now required in the basement, these works had not been put in hand and would be carried out with the work in the basement.

230.3 Cloakrooms: The taps in the cloakrooms were leaking and this was resulting in the wastage of water. The plumber had recommended the fitting of new push style taps that would be more efficient. It was agreed to put this work in hand.

231 Forward Maintenance Programme

There were two items in the programme for the coming financial year. The upgrading of the lighting and the resealing of the corridors and ante-room floor. The report from the Lighting Engineer was awaited and consideration would be given to this item when the information was available. It was agreed to obtain quotations for the work to the floors.

232 Budget Statement

The budget for the year to 31st December had been previously circulated and was noted by members. The income from weddings had exceeded the budget and generally expenditure was in line with the budget. After discussion it was agreed that a refundable deposit of £100 be taken on all bookings for weddings. The hirer would provide a cheque when making the final payment but the cheque would not be cashed unless additional costs were incurred for cleaning/damage, etc. It was also agreed that a flat rate of £50 + VAT be charged for childrens' parties.

233 Insurance

Following a valuation, it was agreed that additional insurance be obtained for the clock in the main hall.

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