

# Minutes of a Community Hall & Premises Committee Meeting held on Tuesday 4<sup>th</sup> August 2016 at 6pm in the Marsh Lane Community Hall, Marsh Lane

## Attendance

Councillors: - J. Austen (Chair); S. Beecher; C. Gare, B. Ridgway.

Others: R. Bullimore (Clerk) and C. Mitchell (Marketing)

Marsh Lane Community Hall Committee Members: Steven Pickering and Joan Ibbotson.

Prior to the meeting Committee Members, Clerk and the Events and Marketing Co-ordinator inspected the premises.

Repairs required:

Fascia at the front of the building needs repairing and painting.

Fascia's to the rear and side of the building needs painting.

The majority of the windows are UPC doubled glazed windows. These windows need replacing. Council staff to paint the windows as a temporary measure.

Stain the wooden gate, paint the metal railings and gate.

Paint the notice board that is attached to the building.

Clean the windows.

The front door needs replacing.

Arrange for a roofer to refit/replace a couple of roof tiles.

Remove weeds from the wall and point up.

Planters full of weeds – MLCH to plant up and ask the toddler group to water them.

Clerk to write to the Committee to ask them to remove the faded banner attached to the front of the building and ask for the whole in dated stone made by the fixings to be repaired. To also ask for the faded banner attached to railings at the front of the building to be removed.

Remove the building sign which is obscuring an architectural design of the building. Have an arch shaped sign for the building made and attach it in archway above the front door.

Council District Surgery Marsh Lane meeting dates to be placed in the noticeboard.

## 033/16 Apologies for Absence

Councillor Harper (Illness) and Kane Deffley.

## 034/16 MINUTES

RESOLVED Minutes 24/16 – 32/16 of a Community Hall & Premises Meeting held 30 June 2016.

035/16 The Chair duly signed the Minutes.

## 036/16 RENISHAW & SPINKHILL COMMUNITY HALL (R&SCH)

A report from the R&SCH was received. The hall continues to attract steady casual bookings. They have lost one regular group which have disbanded. The guttering needs cleaning out and there is a broken down pipe that needs repairing.

The Committee is almost set up.

Repairs

A down pipe is damaged and the gutters need cleaning – Council handyman to

carry out the work required.

037/16 MARSH LANE COMMUNITY HALL (MLCH)

A report from the MLCH was received. Hire charges have been increased by fifty pence per hour. The toddler group have made significant improvements in the storage of their equipment which has made the building more attractive to potential users.

There are five members on the MLCH Committee and meetings are to take place every two months. The Chair of the CM&P Committee and a Parish Council representative are to be invited to join the Committee. A bank account has been set up with new signatories. There is enough money in the account to meet the cost of the annual gas bill. The Committee does not have any public liability insurance, Clerk to ask the Council's RFO if it is required. Hire agreements have been created for one off and regular bookings. Mr Pickering agreed to send copies of these agreements to be sent to the Clerk. The Committee have received a quotation for a deep clean of the building. Mr Pickering asked if the Council Staff would be interested in doing the deep clean and to clean the building on a regular basis.

Repairs:

Leak in the toilets – Council handyman to repair.

Replacement of the toilet flooring – MLCH to replace.

Internal decoration – MLCH to organise.

038/16 MARSH LANE MEMORANDUM OF UNDERSTANDING

The Chair of the CH&P Committee and the Chair of MLCH Committee signed the memorandum of understanding. **The Parish Council are responsible for the fabric of the building. The management Committee are responsible for the inside of the building, the management of the facility and compliance with all legal requirements. Quarterly reports including financial reports and maintenance issues will be made available for inspection.**

039/16 CIVIC CENTRE

The Clerk informed the Committee that she is to invite contractors who are CDM compliant to provide quotations for the renovation work required at the Civic Centre. The employment of a project manager to supervise the work is to be investigated. The Event and Marketing Co-ordinator to meet the Licencing Officer to discuss whether the Civic Centre once the renovation work has been carried out will be a suitable venue to hold Civil Ceremonies.

040/16 GOLDEN BALL FACILITIES

To accept the applications received from Renishaw Miners FC who used the Golden Ball football pitch in 2015/16 and a new user Renishaw Rangers FC.

Clerk to send user agreements to the teams who want use the changing facilities.

The Meeting Closed at 8.00 pm