

## BENSON PARISH COUNCIL

Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ

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### Benson Parish Council Halls Committee meeting held on Thursday 15<sup>th</sup> August 2017 at 7pm in the Parish Committee Room

Present: Cllr T McTeague (CTM) Chair  
Cllr R Jordan (CRJ)  
Cllr R Workman (CRW)  
Cllr J Fowler (CJF)  
Cllr M Winton (CMW)

Members of the Public: There were no members of the public present.

### MINUTES

1. **Apologies:** Cllr F Lovesey (CFL), Cllr P Peers (CPP), T Ellis (HMR)

2. **Declarations of Interest.** – There were no declarations of interest

3. **Public Session.** No members of the public were present

#### 4. **Youth Hall.**

a. The new locks have been fitted and keys issued to regular hirers.

The hall floor is bubbling up again. Kennington Flooring have been advised.

HMR

b. No other maintenance issues to report

#### 5. **Pavilion:**

a. The broken window in the pavilion has been replaced.

b. Councillors have reported the pavilion clock is out of order. The clock is old and has stopped working on several occasions. It was felt time to investigate a replacement, rather than repair. Action: Clerk

CLK

#### 6. **Parish Hall.**

a. Planning has now been approved for the Parish Hall extension and 3 outline quotes have been obtained for the work. After discussion, two main actions were agreed:

To investigate funding via a loan from the Department for Communities and Local Government which would offer a favourable interest rate and grant funding via WREN, SODC, BIFFA etc.

RFO &  
CMW

To identify potential Project Co-ordinators with experience of running large/similar construction projects.

ALL

b. Members had investigated the various companies who had submitted quotes for the sand and seal of the wooden flooring and the renewal of the carpet tiles. After some discussion, it was unanimously decided to make the following recommendation to Full Council: **Recommendation to Council**

**To engage ACH Flooring Services to sand, clean and seal the maple strip floor in the main hall and to include professional marking of the badminton court for the total cost of £3990 + VAT.**

**To also engage Oxford City Flooring to supply and fit carpet tiles to the appropriate areas and to supply and fit the aluminium cover strip between the wood floor and the carpet; the total cost (subject to confirmation) will be £4176 + VAT.**

c. 3 quotes for the kitchen deep clean have been received ranging from £445 - £799. Cllr McTeague recommended Clean Genie who quoted £445 + VAT and this was supported unanimously by the rest of the committee. The work will now go ahead as soon as possible. Action: Clerk

CLK

d. There were no other maintenance issues to report

**7. Other items to note:** there were no other items to note

**8. Date of next meeting** – Thursday 12<sup>th</sup> October



D Brooks  
Parish Clerk  
16th August 2017