

BENSON PARISH COUNCIL

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

Tel: 01491 825038 e-mail: clerk@benssonpc.org.uk

Benson Parish Council Halls Committee meeting to be held on Tuesday 6th March 2018 at 7.30pm in the Parish Committee Room

Councillors are reminded to sign the attendance register.

Present: Cllr T McTeague (CTM) Chair Cllr F Lovesey (CFL)
Cllr M Winton (CMW) Cllr R Jordan (CRJ)
Cllr R Workman (CRW)

MINUTES

1. Apologies. None

2. Declarations of Interest.

No declarations of interest.

Public Session. Mr C Stratford addressed the parish council to ask if they would consider installing lighting and a back drop pole to encourage more people to use the facility's. councillors have asked him to come back, to the next meeting, with further ideas and costs.

3. Youth Hall.

a. Update on flooring problem

Parish Clerk has written to Kennington flooring and is awaiting a reply.

b. To discuss preferred option for fencing off school field.

Action the parish clerk to write to the church trustees to find out about the fencing off of the youth hall field, following on from a meeting with the school.

c. Any maintenance or other Issues

None

4. Pavilion:

a. To receive update on a replacement for the Pavilion clock

We understand that BCA may be able to donate £250 towards a replacement clock.

Action: RFO to acquire quotes to replace.

b. To receive an update on Legionella Risk Assessment and testing programme

Report has been received and Halls manager is in progress of putting the relevant procedures into place.

c. To receive an update on changing of locks

The users have been informed they will need to collect new keys at the end of the month following the lock change. **Action:** locksmith to be booked to do the work

d. Any maintenance or other Issues – Nothing to report.

5. Parish Hall.

- a. To receive an update on grant funding and loans for the Parish Hall Extension work

RFO has circulated a document with information on available grant funding and will copy all councillors in on a monthly basis.

- b. To receive an update on RIBA contract

The RIBA contract has been signed by both parish clerk and architect.

- c. Update on membership of the Working Group

Cllr M Winton, Cllr R Jordan will be joining the working group along with the Parish Clerk and Cllr McTeague. Peter Eldridge, Cllr P Murray and Cllr D Olley will join when appropriate.

- d. To receive an update on replacement flooring in the lounge.

Cllr M Winton is awaiting samples of Acoustic friendly flooring.

- e. To discuss renewal of CCTV

Clerk has obtained quotes this has been referred to full council.

Action: to ensure we have the relevant amount of quotes and info on upgrade and maintenance package.

- f. Any maintenance or other Issues - Nothing to report

6. Any Other Items to Note or for the Next Agenda.

7. Date of Next Meeting. 17th May 2018

T. Ellis
Halls Manager
16.03.18