



Benson Parish Council

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

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

Halls Committee

Membership:

Councillor Rob Jordan, Councillor Fiona Lovesey, Councillor Ian Skeels, Councillor Michael Winton
Councillor David Dawkins

Councillors are hereby invited to attend a meeting of the Benson Parish Council Halls Committee, to be held on Tuesday 13th January 2026 7pm in the Parish Hall committee room.

For members of the Public wishing to attend the meeting to comment on an agenda item during the public session, please contact the Facilities Manager at halls@bensonpc.org.uk

Tanya Hamilton-Gill
Facilities Manager
8th January 2026

AGENDA

1. Apologies and absences

2. Declarations of interest - Members must ensure that they complete the Declaration of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or stay in the meeting to make representations and then leave the meeting prior to any considerations or determinations of the item)

3. Public session - To allow members of the public to ask questions and address the Chairman. (It should be noted that the time allocated for public participation is a total of 10 minutes for all those wishing to speak as per Council Standing Orders paragraph 3.f.)

4. Minutes of the last meeting

To approve and sign the minutes of the meeting of the Halls Committee held on 18th November 2025 as a true record of the meeting.

5. Review actions from the last meeting.

6. Parish hall

- a. To discuss fire door replacements
- b. To Discuss the use of Radar keys.
- c. To note Hall floor and toilet floor Maintenance.
- d. To discuss procuring a Scaffolding Tower to finish painting and other works.
- e. To discuss a dishwasher replacement.
- f. To discuss the hireable crockery.
- g. Any Issue.

7. Pavilion

- a. Update on the pavilion project.
- b. Any Issues.



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8. Community Hall

- a. Kitchen cooker- to discuss progress on replacement options.
- b. Any Issues

9. Overflow Car park

- a. Discuss surface of overflow carpark
- b. Any other issues

10. Any other business-

11. Items for Councillors to note and for the next agenda

12. Date of next meeting – Tuesday 17th March 2026 7pm