



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

MINUTES OF THE MEETING OF THE BENSON PARISH COUNCIL HALLS COMMITTEE HELD IN THE PARISH HALL COMMITTEE ROOM ON Tuesday 10th June 2025 AT 7PM

Present: Cllr Bill Pattison, Cllr Ian Skeels, Cllr Michael Winton and Cllr David Dawkins, Cllr F Lovesey

Tanya Hamilton-Gill – Facilities Manager. (FM)

Tanya Hamilton-Gill
16th June 2025

1. **Election of Chair.** The committee members voted Cllr R Jordan to remain Chair of the halls committee 1st Cllr I Skeels 2nd Cllr D Dawkins
2. **Apologies and absences**
Apologies received- Cllr M Winton Cllr F Lovesey.
3. **The Terms of Reference** were readopted.
4. **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) **None**
5. **Public session** - no members of the public present.
6. **Minutes of the last meeting**
It was **RESOLVED** to approve the minutes of the meeting of the Halls Committee held on 13th March 2025 as a true record of the meeting. The minutes were signed by the Chair, Cllr Rob Jordan.
7. **Parish hall.**
 - a. Painting update and Quotation for 4th coat.
A verbal conversation was held with the painter and the FM regarding the hall needing a 4th coat the cost of this would be £2000 + materials 2 men 5 days £200per man/day, which is still within budget. **Action** FM to contact him to ask if the work could be completed in less than 5 days. Ideally 3 days max. with some help from our grounds team.
 - b. In-Post locker, consideration of installation and location.
Halls committee are all in favour of the lockers however they would like to see them located at the front of the building for safety of the users. They would like the size confirmed and have sight of the T&Cs.



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- c. Consider a rate increase. Item **referred** to finance to discuss.
- d. Sound system complaints and update.
One quote received from the company that installed the current system and a further quotation to be arranged by Cllr D Dawkins.
- e. Solar panels. Item deferred.
- f. Any issues. None.

8. Youth Hall

- a. General Update.
Youth hall notice has been given and our tenancy ends 1st September 2025 we are waiting for the trustees to advise how they would like the building handed back.
- b. Any issues. None

9. Pavilion

- a. Decommission of showers discuss quote. **Action** Facilities Manager to arrange work.
- b. Any issues-None

10. Community Hall

- a. Installation of fire shutters, update. Fire shutter has been ordered and will be installed in approximately 4-6 weeks.
- b. Sign for the hall size and colour. Halls committee would like the same font as the parish hall. along with the metallic silver. Wording should be;
'Benson Community Hall'
Same size lettering as the parish hall, **Action** Facilities manager to get quotes.
- c. Any Issues. None

11. Overflow Car park

- a. Any other issues. No other issues.

12. Any other business – none

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

14. Date of next meeting – Tbc