



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 THURSDAY 3RD OCTOBER 2024 AT 7PM

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

Tanya Hamilton-Gill – Facilities Manager

Tanya Hamilton-Gill
16th November 2024

1. Apologies and absences

Apologies received- Cllrs B Pattison, I Skeels, F Lovesey.

Declarations of interest – No declarations of interest.

2. Public session - no members of the public present.

3. Minutes of the last meeting

It was **RESOLVED** to approve the minutes of the meeting of the Halls Committee held on 14th October 2024 as a true record of the meeting. The minutes were signed by the Chair, Cllr Rob Jordan.

4. Parish hall.

- a. Painting Quotation for main hall. The Facilities Manager (FM) reports she has received one quotation for £4000 more quotes to follow, painter has advised this work could take up to two weeks. Recommendation to Full Council, that the Halls Committee would like to recommend that the Parish Council spends no more than £4000 to paint the parish hall.
- b. Bin store plus possible location. Grundon's response for best location would be the left-hand side of the overflow carpark, the mound would need flattened, and a material for structure needs to be decided.
- c. Quotation for new fire protection equipment. A quotation was received from our new suppliers to install a call point and smoke detector on the Parish Hall landing £425+vat to be paid from the chairs budget. Swing arms were recommended to be installed in both halls which are activated with the fire alarm to replace the failing floor door closers. 7 x £3600+ vat. Halls Chairman recommended speaking to Cllr B Pattison about replacing.
- d. Ceiling fans update on date of work. Facilities manager reports the work will be carried out on the 23rd of November 2024.
- e. None to report.



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5. Youth Hall

- a. General Update,
Cllr R Jordan reports that a surveyor has inspected the youth hall and have found that many areas contain asbestos. Once the final report arrives it will be sent out for tender, so we have a better understanding the cost of demolition.
- b. Any issues - none

6. Pavilion

- a. Any Issues – none

7. Community Hall

- a. Installation of fire shutters, update.
FM reports that Executive needs to carry out a further survey of the site and this will be carried out on the 26th of November 2024.
- b. Update Plumbing work for Washing machine.
FM reports the plumbing has been installed and a washing machine has been ordered.
- c. Quotation for fire protection equipment. A quotation has been received to install door closers that are activated by the fire alarm 5 x door closers £2125 + Vat. This is to be taken to Full Council as a recommendation.
- d. Building name.
Halls committee would like to call the building The Community Hall.
- e. Blind Quotations
Halls committee decided to go for blackout blinds under the clerks and chairs budget.
- f. Any Issues. None

8. Overflow Car park

- a. Update on works.
FM has reported that the work has been completed.
- b. Possible installation of two new CCTV cameras.
Halls manger reports she is collecting quotes.
- c. Any other issues.

9. Any other business – Lift Quotations.

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

None.

11. Date of next meeting – TBC