



## Benson Parish Council

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

Tel: 01491 825038 e-mail: [clerk@bensonpc.org.uk](mailto: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 lounge ROOM ON TUESDAY 5<sup>th</sup> May 2026 AT 7PM

**Present:** Cllr Ian Skeels, Cllr Michael Winton and Cllr F Lovesey, Cllr B Pattison.  
Tanya Hamilton-Gill – Facilities Manager. (FM)

Tanya Hamilton-Gill  
18<sup>th</sup> May 2026

### 1. Apologies and absences

Apologies received- David Dawkins.

### 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) **None**

### 3. Public session - members of the public present None

### 4. Minutes of the last meeting

It was **RESOLVED** to approve the minutes of the meeting of the Halls Committee held on 24<sup>th</sup> March 2026 as a true record of the meeting. The minutes were signed by the Chair, Cllr Ian Skeels.

### 5. Review actions from the last meeting. Actions were reviewed by the halls committee.

### 6. Parish hall.

- a. To discuss quotation received for fire door maintenance. Halls committee asked FM to check spend limit for halls committee, committee agreed to spend no more than £2500+ vat subject to attempting further quotes.
- b. To note, FM to inform the committee of the findings from the overnight carparking monitoring FM sent halls committee a list of 10 days' worth of monitoring the carpark. The findings showed between 4-6 cars are left in the carpark overnight. The halls committee agreed this isn't something for concern at present.
- c. Discuss ANPR carparking and note the following R&L item from April's Full Council meeting, - 'Council to note that all external areas are under the control of this committee'. Chairman of the parish council Cllr B Pattison emphasised to the Halls committee the land around the buildings are a Rec and Lands agenda item and any issues should be forwarded to their committee for discussion.
- d. Any issues. None

### 7. Pavilion



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## **Halls Committee**

Membership:

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

- a. Update on the pavilion project. Cllr B Pattison reports a further architect is due to put forward a plan on Friday 8<sup>th</sup> May that will then be all there plans to be decided upon.
- b. Any other issues-None.

## **8. Community Hall**

- a. Kitchen cooker- FM to update committee on progress. FM reported to the halls committee the gas was disconnect, the cooker was sold the following day for £600. A new cooker was purchased with a 5 year care package for the total of £712.95 the electrical works to install the new cooker has been completed and the community hall now has a working cooker.
- b. Any Issues. None.

## **9. Overflow Car park**

- a. Any other issues. To be removed from further agendas.

## **10. Any other business – None**

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

## **12. Date of next meeting – 7<sup>th</sup> July 2026 7pm**