



Benson Parish Council

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

Tel: 01491 825038 e-mail: clerk@benssonpc.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 24th MARCH 2026 AT 7PM

Present: Cllr Ian Skeels, Cllr Michael Winton and Cllr David Dawkins, Cllr B
Pattison.

Tanya Hamilton-Gill – Facilities Manager. (FM)

Tanya Hamilton-Gill
10th April 2025

1. Apologies and absences

Apologies received- Cllr F Lovesey.

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 Ian and Elizabeth Leppard

4. Minutes of the last meeting

It was **RESOLVED** to approve the minutes of the meeting of the Halls Committee held on 13th January 2026 as a true record of the meeting. The minutes were signed by the Chair, Cllr Ian Skeels. (To note that the date on the minutes was corrected from June 2026 to January 2026)

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

6. Parish hall.

- To discuss piano tuning or removal. The halls committee agreed not to spend any money on tuning the piano but it's currently not too out of tune. The piano was originally donated from the BCA. However, in the long run the halls committee would like to see the removal of the piano **Action-Recommendation to Full Council** to remove the piano.
- To discuss acoustics in committee room and to look at the quote. After discussing the quotation the halls committee would like the FM to look into buying in some panels and doing the job in house. **Action-FM** to investigate costs.
- To look at quotes for roofing repairs to the back of the flat roof of the main hall. 2 quotes have been received, one didn't respond. The committee would like to ask full council for the funds as it is above the committee spend. A final decision will be made at May's meeting. **Recommendation to Full Council** that the roof is repaired at a cost of no more than £5,700 including VAT.



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- d. Update on solar panels. Cllr R Jordan reports the additional cost of insurance on Solar panels was very reasonable, and that the item was being discussed at Finance. The project will be covered with money from Cil
- e. Discuss options for replacement dishwasher. Halls committee have decided to go down the rental route for a dishwasher. **Action** FM to look into the best leasing option.
- f. Discuss purchasing additional PA equipment. **Action** FM to buy extra equipment 2 more wired mics
- g. To discuss the Evergreens correspondence. Ian Leppard raised concern of the cost of the hall hire. Cllr B Pattison suggested applying to the council for a grant towards hire. FM suggested looking at the times of the booking and making some amendments after hearing they are arriving later than the booking system states.
- h. To discuss findings of walk around. Jobs to be completed by the caretakers are door handles and the adjustment of door closers.
- i. Any issues. None

7. Pavilion

- a. Update on the pavilion project. No further updates.
- b. Any other issues-None.

8. Community Hall

- a. Kitchen cooker- to discuss progress and plan of action works needed for a replacement. Work to be carried out to the electrics gas to be disconnected. Cooker to be advertised for £700. **Action** Facilities Manager to arrange the disconnection and sale of the cooker, rectify electric supply for a electric cooker and re rote fan system and purchase new domestic cooker. Old cooker to be stored until sold.
- b. To note new regular hirer. Halls committee informed of new regular users.
- c. Any Issues. None.

9. Overflow Car park

- a. Update on Barhale. FM reported they are vacating the car park mid-April.
- b. Any other issues.
Cllr Winton mentioned he'd been contacted by a company regarding parking management. FM pointed out that the carpark is used by multiple people for other facilities on and around the premises. The committee is concerned that residents are leaving cars overnight in the carpark. FM agreed to monitor the overnight to see the scope of the issue.
The Committee agreed to investigate parking management and bring it to the next meeting on May 6th. FM declined to take on this task and Cllr Winton agreed to correspond with the parking management company. FM queried if this is an R&L committee agenda item rather than a Halls one.

10. Any other business – None

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



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12. Date of next meeting – 6th May 2026 7pm