

**MINUTES OF HALL COMMITTEE MEETING 19th JUNE 2017
IN RUNWELL VILLAGE HALL, COMMITTEE ROOM AT 7PM**

IN ATTENDANCE: - Messrs: Clark, Dockerill, Hennessey, Lansdale, Rogers, Sloane; Mrs L Payne.

Minute 41 Election of Chairman – Mr B Lansdale was proposed; seconded and appointed.

Minute 42 Apologies: - None

Minute 43 Co-option – Mr R Dockerill was proposed; seconded and elected to the committee.

Minute 44 Declarations of Interest – MR declared a personal interest re the Hall Garden, RD declared a personal interest as a member of Runwell Indoor Bowls Club & Runwell Horticultural Assoc.

Minute 45 Internal Redecoration

The following areas are to be included in the specification for the work to be planned for October half term:

Main Hall: Panels and stage area currently painted green to be painted grey shade tbc (satin emulsion)

Committee Room and rear lobby: Walls satin emulsion (green areas to grey and magnolia areas as before); skirting boards – grey gloss; painted doors and window sills – grey gloss; ceilings white emulsion; wood strips on walls to be re-varnished. Perspex panel to be fitted to area behind tables in the committee room to prevent damage/markings to the wall. Proprietary paint/products to be used. BL to obtain three quotations.

Minute 46 Kitchen

The committee inspected the kitchen to discuss the upgrade. BL to draft specification by 30th June to enable an ECC Community Initiative Fund grant application to finance the project.

Annual Gas Safety Inspection & Service for gas cooker (Falcon Dominator); gas boilers (Broag Remeha Quinta x2); pipework test and certificate. The committee agreed to accept the quotation from Estuary Solutions Ltd for £400 plus VAT. Clerk to arrange date for service visit.

Minute 47 Flag Pole and flags

PC agreed to get a quotation for a new flag pole and flags (Union Jack and St. George) to be more durable than previously. Refer back to Full Council for decision.

Minute 48 Hall Garden

The committee recommend to the Full council to continue with the contract for the maintenance of the Hall Garden £60 per month. All present agreed the garden was being maintained very well.

Minute 49 General Maintenance

- (i) Outside tap – Clerk reported T piece missing; replacement tap set to be purchased and fitted.
- (ii) Hall floor – RD reported the surface was not holding up very well and needed re-coating. BL reported that second abrasion as not undertaken resulting in a poor key for the topcoat. Work party to be arranged for later in the year.
- (iii) Pre School Play Area – PC reported the surface of the play area was crumbling, particles being walked into Hall. Arrange for Tim Wilson (Wilson Sports) to review and give advice.

Minute 50 New Hall User – CobraFit Wickford

The committee agreed to accept a new Hall user for an hourly rate of £15 (minimum hire usually 2 hours). New class will start Tuesday 4th July 6.45pm – 7.45pm. Payment to be 6 weeks in advance.

Minute 51 Questions/Other Issues

1. PC asked whether front gates should be installed at the Hall (following recent traveller activity in Runwell Road) Following a discussion it was agreed to leave the entrances open.
2. It was agreed to display poster from RCPS advertising the Forest Nursery opening September. There was a discussion about St. Luke's Chapel becoming a nursery and the shortage of places in the area.
3. RD asked that Fire Prevention measures be reviewed at the Hall, agenda item for next Hall committee. Clerk to arrange extra smoke alarms to be installed in the Hall.
4. PC reported on new street lighting in Delmar Gardens to support a resident. RPC would have to cover all the cost for installation and ongoing running costs; the light could not be financed by ECC.

Meeting closed 8.35pm