

**MINUTES OF HALL COMMITTEE MEETING 16th OCTOBER 2023
IN RUNWELL VILLAGE HALL AT 7.00PM**

IN ATTENDANCE: - Chair Mrs A Ellis; Messrs: Clark; Redway and Sloane; Mesdames Evans, Gould, Hutson & Payne.

Minute 107 Apologies Cllrs Lansdale & Rogers – apologies accepted.

Minute 108 Declarations of Interest: None reported

Minute 109 Budget items for Hall 2024/25 The Hall committee recommend to Full Council to include the following items in the costings for the Precept period covering 2024/25.

Carry over Ear-marked Reserves for Future Projects:

• Loft conversion	£20000.00
• Solar Panels	£17000.00
• Insulation (Walls/loft space)	£20000.00
• Men's Toilet refurbishment	£10000.00
• CCTV	£5000.00

New Projects:

• External Paintwork	£7500.00
• Internal Paintwork	£5000.00
• Refuse Bins Enclosure	£5000.00
• Resurface Car Park (Size of lower area tbc)	£10000.00
• Gutter maintenance	£2000.00

Minute 110 Window Cleaning Review

The windows are cleaned quarterly inside and out. Current charge is £85 plus quote of £10 to include the Velux window above the kitchen (not previously included). Supreme Clean have quoted £75.00 including Velux, inside and out. The Hall Committee recommend to the Full Council to accept the lower quotation.

Minute 111 General Maintenance Report

1. Intruder Sensors - Awaiting quote from JMH Technology for replacement sensors
2. Fire Doors – Adjustments have been made, no further issues.
3. Car Park Repairs – Chair and Clerk had reviewed the entrance of the car park, and a large area is breaking up. The construction of the surface is not suitable for the weight of the refuse lorry making collections on a weekly basis – (damage reflects the route taken). The committee discussed the possibility of moving the refuse bins. Cllr Clark to discuss whether moving the bins to the front of the Hall requires planning permission with a planning officer at CCC.
4. Accessible Toilet Lock – Cllr Evans gave recommendations for Lift and Lock mechanisms (G Johns) style type lock 44499/ thumb release 49875 or Ironmongery Experts ref ZCSO 30LL. Clerk to arrange for purchase and installation.
5. Heating Controls – The controls have been set up with different temperatures linked to the activities in the Hall and can now be controlled remotely. Clerk to advise Hall users to text message the Chair when the temperature needs adjusting.
6. Guttering – Some areas overflowing during heavy rainfall, several years since the gutters have been cleaned and checked (possible cause moss slipping from the roof) Chair to obtain an opinion and quote for the work needed.

Minute 112 Work Party for Christmas Decorations: Sunday 26th November 2023 11am.

Minute 113 Questions/Other

1. Hall Wall Thermometer – Clerk to purchase and place adjacent to the thermostat.
2. Heating temperature chart to be placed on noticeboard.
3. Runwell Parish Council Flag quotation in the sum of £318 plus VAT from The Flag Consultancy, the Hall Committee recommend the purchase of the flag to the Full Council.

Meeting closed 8.10pm