



WEST BERGHOLT PARISH COUNCIL

Premises & Recreation Working Party

Meeting held on Thursday 12th June 2014 at the John Lampon Hall

Councillors present	Phil Walby, Jenny Church, Murray Harlow, Rachel Howard, Rosemary James
Apologies	

Victoria Beckwith Cole in attendance

1.	Committee Chairperson Phil agreed to continue as Chair for this coming year.	
2	Health and Safety Phil and Vicky now have certificates for Health and Safety training They will be responsible to Val as coordinator of Health and Safety for this council.	
3.	Orpen Hall	
	a) The new chairs in the Main Hall have a problem with the locking mechanism. Vicky has contacted the suppliers who will come and investigate the problem.	VBC
	b) The use of the “wheelie bin” is working well but it needs to be arranged that the bin is to be emptied twice a week when necessary.	VBC
	c) Pat testing of electrical equipment arranged for the summer recess.	
	d) Practice goal area needs repair. A quote has been received and this will be forwarded to the Finance Committee for discussion. It could prove quite expensive and it was proposed to ask young peoples’ clubs to do some fund raising.	Agenda Item PW
	e) Decoration of Halls - quotes have been received for redecorating (see attached) Phil will take this to the Finance committee.	Agenda Item PW
	f) Emergency Planning - all documents (in the form of a cabin bag) related to the Hall have been received by Phil from Mr Tudor Smith of CBC.	
	g) The radiator by the back entrance has been repaired and the leaks in the boiler as well.	
	h) Gas company - Vicky has found a quote for gas from CNG which appears more reasonable. We would be able to have separate meters for the Halls and the Social club. This will also go to the Finance Committee.	Agenda item PW
4.	Communications Guidance is required regarding responsibility for responding to Facebook	Agenda Item
5.	Relocation of Kebab stall.	



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	The owner of the Kebab stall has been in conversation with representatives from the Parish Council to relocate to the grounds of the Orpen Hall. Papers to be presented to Finance Committee. More details need to be considered i.e. every second Friday evening would be inappropriate because of BYG.	PW Agenda Item
6	Fitness Trail This could be an expensive idea and would require funding.	PW
7	Film night Phil has attended Polstead village film night for ideas. And will investigate this further	PW
	Date of next meeting - Thursday 10th July 2014. JL Hall	