



WEST BERGHOLT PARISH COUNCIL

# Premises & Recreation Working Party

Meeting held on Thursday 9<sup>th</sup> January 2014 at the John Lampon Hall

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

Victoria Beckwith-Cole in attendance

1	<b>Kitchen refurbishment</b>	
	<ul style="list-style-type: none"> <li>a) Some work on the sink in the kitchen needs attention. Murray to discuss this with Robin.</li> <li>b) Agreed to purchase a freezer to be installed in servery. Vicky to investigate prices</li> </ul>	<p>MH</p> <p>VBC</p>
2	<b>Orpen Hall</b>	
	<ul style="list-style-type: none"> <li>a) Floor has been sanded and polished and re-marked for badminton court. Mike has done a good job. The floor has already been scratched. A letter to be sent to users requesting that they lift and carry furniture and equipment and not to drag it.</li> <li>b) Chairs - Vicky is investigating prices for trolleys and stackable chairs for Orpen Hall and JL Hall. Suggest an approach to Orpen Players for contribution to the cost especially if they require padded seats.</li> <li>c) Intruder and fire alarms have been fitted and tested. All users have keys. Vicky tests the alarms and logs the results once a week.</li> <li>d) Anti climb paint to be applied to prevent damage from vandals accessing glass roof by JL Hall. Phil will organise this.</li> <li>e) Broken roof tiles to be replaced by ST Carpentry.</li> <li>f) Update needed regarding situation regarding resurfacing of car park.</li> <li>g) Floor in JL Hall will be considered for refurbish next financial year.</li> <li>h) Storage space is a problem - some organisations using the hall are requesting further storage space. A proposal to install another garage/lock-up has been made. This would take up valuable car parking space and would be costly. Suggestions are required.</li> </ul>	<p>Val</p> <p>PW and VBC</p> <p>PW</p> <p>PW</p> <p>Agenda Item</p> <p>PC</p> <p>Agenda item</p>
3	<b>Orpen Players</b>	
	<ul style="list-style-type: none"> <li>a) Complaints received re electrical equipment for Orpen Players performances, tracking needed for stage lighting. They have purchased tracking lighting costing £1000 which they wish to have installed and are requesting contributions from the PC</li> <li>b) Mike Poole has approached Vicky with various issues and these need to be dealt with by PC. Propose a meeting is arranged with Mike Poole and a couple of other councillors to resolve these issues. This can be arranged after the Orpen Players next performances are completed.</li> </ul>	<p>PW</p> <p>Agenda item</p> <p>PW</p> <p>Agenda item</p>
4	<b>Fish and Chip van</b>	
	They have used the car park for this venture for 3 months trial. PC needs to consider if this will continue as at present.	Agenda item
5	<b>Date of next meeting - Thursday 13<sup>th</sup> February 2014. JL Hall</b>	



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