



WEST BERGHOLT PARISH COUNCIL

Premises & Recreation Report

Sub-committee meeting held on Thursday 9th October 2014 at the John Lampon Hall

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

Victoria Beckwith Cole in attendance

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| 1. Orpen Hall | | |
| a) "Snagging" list for decorators of halls has been devised. This will be carried out in half term. | | VBC& PW PW |
| b) Goal mouth area on field needs renovating. Ivor Beckwith will make repair with artificial turf in half term | | |
| c) Cleaning of halls is not up to standard. Phil and Vicky to discuss with Mike. JL hall floor will be cleaned and polished at a later date. | | Agenda item PW & Vicky |
| d) Vicky now has her contract. | | |
| e) Hot water "quoker" in kitchen has been replaced free of charge. | | |
| f) Hall chairs have a problem with the locking mechanism. Vicky will contact the supplying company. | | VBC |
| g) The cycle rack at the back of the halls has been damaged by a reversing car. Need to check CCTV | | PW VBC VBC |
| h) Pat testing of electricals is needed. Vicky to organise. | | |
| i) First aid boxes have been ordered to replace out of date ones. | | |
| j) There has been a request to book both halls for a New Year's Eve party raising money for a charity. Suggest a large deposit is required and increased hiring fee. Also a request to book main hall for a table top sale on Sunday 23 rd November. | | Agenda Items |
| 2 Blocked drains | | |
| The drains were recently blocked from the toilets in the main hall. Notices to be put in all toilets "Do not put wet wipes down these toilets". | | VBC |
| 3 Posts on Poors Land | | |
| Posts have been refitted at entrance. The school will also require a key to be able to undo them in an emergency. | | PW |
| 4. Posts by MUGA | | |
| New padlocks are needed for these posts. | | PW |
| 5 Film night | | |
| Phil will look into planning this. | | PW |



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| 6. | Fitness trail This will be quite an expensive project so will be put on hold at the moment. | |
| 7 | Blocked guttering The guttering by glass roof is blocked. Phil to arrange for Steve to do this. | PW |
| 8 | Gentleman from Firmins Court This gentleman is constantly coming into the Hall from all entrances and this is becoming a problem for those using the hall. A proposal was made that Social Services should be contacted. | Agenda item |
| 9 | Car Park Murray is extremely concerned with many issues to do with the car park. Other members of the committee said that they had no knowledge of building car parks. There were, however, concerns raised about the “garden areas” among other issues as we do not know what is on the “snagging” list. Propose to ask Chris to meet with this sub-committee prior to the next PC meeting. Phil to contact Chris Stevenson to arrange this. | Agenda item PW |
| 10 | Play equipment Phil has looked at the inspection points in the report and will plan to rectify problems when Ivor is back from holiday. | PW |
| Date of next meeting - Thursday 13th November 2014 in JL Hall | | |