

PANGBOURNE PARISH COUNCIL

VILLAGE HALL COMMITTEE MINUTES

At a meeting of the Village Hall Committee held at Pangbourne Village Hall on **Wednesday 22 November** **2023** commencing at 6.30pm.

Present: I. Walker, J. Higgs, N. Goodwin, J. Palfrey, J. Hughes, M. Rimmer, C. Brewer

R. Elkin (Clerk), L. Antonio (Asst Clerk)

Apologies: C. Williams

M.O.P: None

# Section 1 – Procedural

|  |  |  |
| --- | --- | --- |
|  |  | **ACTION** |
| **VH/259** | **APOLOGIES FOR ABSENCE** |  |
|  | C. Williams |  |
| **VH/260** | **DECLARATION OF INTERESTS** |  |
|  | JP is a member of the PCC |  |
| **VH/261** | **MINUTES OF THE LAST MEETING** |  |
|  | The minutes of the last meeting held on 17 October 2023 were approved and signed by the Chairman as an accurate record. |  |
| **VH/262** | **OUTSTANDING ACTIONS FROM PREVIOUS MINUTES** |  |
|  | **ACTIONS COMPLETED*** Remainder of remedial electrical works completed
* New security lights installed
* Gutter cleaning booked in
 |  |

# Section 2 – Decision Making

|  |  |  |
| --- | --- | --- |
|  |  | **ACTION** |
| **VH/263** | **TO AGREE FINAL 2024/25 VILLAGE HALL BUDGET (FOLLOWING DISCUSSION AT FULL COUNCIL) TO ENABLE SIGN OFF AT DECEMBER COUNCIL MEETING** |  |
|  | The Committee agreed that following discussion at the November council meeting they did not wish to make any further revisions to the proposed Village Hall budget. A number of projects were added to the ‘wish’ list for maintenance, including a service of the clock, work to the extractor fan/ducts in main hall and repair/replacement of the leaking toilet. It was also agreed that looking into small scale access improvements might be a useful exercise.It was therefore **RESOLVED** to recommend to Council a budget of £31,237.35 for 2024/25. |  |
| **VH/264** | **TO REVIEW HALL MAINTENANCE SCHEDULE AND ANY EXISTING WORKS IN HAND** |  |
|  | Assistant Clerk provided a report on status of ongoing maintenance. * Flat Roof inspection has been completed and a report provided – no issues but drainage holes need to be cleared when gutters cleaned. Tiled gulley may need to be replaced at some point with fibre glass gulley.
* Grit bin inspected.
* Repairs to front door – booked in for 23 November.
 |  |

# Section 3 – Updates from working groups, councillors, committee members

|  |  |  |
| --- | --- | --- |
|  |  | **ACTION** |
| **VH/265** | **ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE NEXT MEETING’S AGENDA** |  |
|  | Clerk reported that regular hirers of the Village Hall have recently been informed of the change to the alcohol licencing arrangements. With JHu’s departure, the Hall will no longer hold its own premises licence and hirers will be required to obtain their own Temporary Events Notice from WBC. The Twinning Association have raised concerns about this change as it will impact on their regular Film Nights. Clerk suggested that a meeting should be arranged with them to explain the change and to discuss the implications. | Clerk |

# Section 4 – Closure

|  |  |  |
| --- | --- | --- |
| **VH/266** | The meeting closed at 7.30pm there being no other business.The next meeting is scheduled for 17 Jan 2023. |  |
|  |  |  |

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Chairman

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date