

PANGBOURNE PARISH COUNCIL

VILLAGE HALL COMMITTEE MINUTES

At a meeting of the Village Hall Committee held at Pangbourne Village Hall on **Wednesday 16 October** **2024** commencing at 6.30pm.

Present: I. Walker, J. Higgs, M. Rimmer,   
L. Antonio (Asst Clerk), B. Elkin (Clerk), F. House (Booking Clerk)

Apologies: J. Palfrey, C. Williams

Not present: C. Ellis

M.O.P: None

# Section 1 – Procedural

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|  |  | **Action** |
| **VH/300** | **APOLOGIES FOR ABSENCE**  J. Palfrey, C. Williams |  |
| **VH/301** | **DECLARATION OF INTERESTS**  None |  |
| **VH/302** | **MINUTES OF THE LAST MEETING**  The minutes of the last meeting held on 22 May 2024 were approved and signed by the Chairman as an accurate record. |  |
| **VH/303** | **OUTSTANDING ACTIONS FROM PREVIOUS MINUTES** |  |
|  | Clock  Fundraising page has been created on the Good Exchange funding platform to raise funds for the repair works. Donations to date total £1,069 (£850 from Greenham Common Trust, £200 from Pangbourne Masonic Lodge, private donation of £15 and gift aid of £4) leaving a shortfall of £2,781. Masonic Lodge has also offered to donate proceeds from upcoming raffle. Details of the fundraising drive have been circulated in the Pangbourne magazine and on social media. IW will take letter to neighbouring businesses to ask for support. | **IW** |
|  | Fire safety – on agenda.  Key safes – now in place. |  |

# Section 2 – Decision Making

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|  |  | **Action** |
| **VH/304** | TO REVIEW THE PROPOSED DRAFT BUDGET FOR THE HALL FOR 2025/26 AND AGREE A RECOMMENDATION TO TAKE TO FULL COUNCIL  The Committee discussed the proposed budget. There were concerns about the proposed allowance for inflation and whether this was sufficient in light of unpredictable energy costs and increases in contractor charges. It was agreed that this should be higher in some areas.  **RESOLVED** to recommend to Council a village hall budget of £36,599 for 2025/26. |  |
| **VH/305** | TO RECEIVE REPORT ON RESULTS OF RES FIRE DOOR SURVEY  Asst Clerk reported on results of fire door survey by RES which highlights a number of issues with the fire doors and recommends replacing a number of the doors. A quote for the work from RES is still outstanding and it was agreed to discuss again once the costs are known. Assistant Clerk to clarify issues in the report and query whether all the doors included need to be categorised as fire doors. | **Asst Clerk** |
| **VH/306** | TO CONSIDER AND APPROVE EXPENDITURE ON NEW CAR PARK SIGN  The Committee reviewed the current car park sign and the costs of a replacement. It was agreed that a replacement might act as a clearer and more visible deterrent to unauthorised parking but that re-positioning the sign to be more visible to cars entering the car park was also important. Asst Clerk to revise wording, include Parish logo if possible and look at better options for position of sign.  RESOLVED to approve expenditure up to £200+VAT for new sign and re-positioning. | **Asst Clerk** |
| **VH/307** | TO CONSIDER AND APPROVE INCREASE TO MONTHLY CAR PARK PERMIT CHARGE  After considering the current charge and charges for other car parks, the Committee agreed to revise the monthly fee for a parking space at the hall.  RESOLVED to approve increase in fee for permit at village hall car park to £50 per month from January 2025. |  |

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

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|  |  | **Action** |
| **VH/308** | TO RECEIVE AN UPDATE FROM COUNCILLORS ON ANY WORKING GROUPS OR OUTSTANDING ACTIONS  Asst Clerk updated Committee on regular maintenance jobs:   * Boiler service and gas safety inspections have been completed * Asst Clerk to check grit levels in bin but not expected to need any extra. | **Asst Clerk** |
| **VH/309** | **ITEMS FOR INFORMATION ONLY OR RAISED BY COUNCILLORS FOR THE NEXT MEETING’S AGENDA**  None. |  |

# Section 4 – Closure

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|  |  | **Action** |
| **VH/310** | The meeting closed at 7.30pm there being no other business.  The next meeting is scheduled for 20 November 2024. |  |

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