

A Report of the Parish Hall Committee to the Parish Council

The Committee met at 8.00 pm on **Monday 26th February 2018** in Committee Room 1 at the Parish Hall in Great Baddow. Councillor Mrs V Chiswell chaired the meeting.

Present: Councillors Mrs V Chiswell, Mrs V Sadowsky, K Liley, Mrs C Shaw, Mrs M Miller, T Miller, and Mrs J Sosin

In attendance: The Clerk of the Council and the Deputy Clerk

686/17 Apologies for Absence

Apologies for absence were received from Cllr Mrs D Ronaldson, who had substituted Cllr T Miller and Cllr J Fuller.

687/17 Declarations of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non Pecuniary Interests.

688/17 Minutes

The minutes of the last meeting held on 18th September 2017 were signed as a true record by Cllr Mrs V Chiswell. Proposed by Cllr Mrs V Chiswell and seconded by Cllr Mrs C Shaw.

689/17 Public Question Time

There were no members of the public present.

690/17 Clerk's Report

1. Front Entrance Doors

The Clerk reported that the automatic inner door was now working satisfactorily. A problem had been noticed with the door sensor not detecting a person, standing in between the two sets of doors, and allowing the automatic door to close. This will be monitored.

2. Theatre at Baddow

The Deputy Clerk reported that the handyman had inspected the loft area following the recent production by Theatre at Baddow and had found that whilst the corridor had been kept clear, the area in front of the water tanks had been filled with stage sets and props which would prevent access to the tanks. A letter has been sent asking for these to be removed. A complaint has also been received from a hirer wishing to use the stage curtains a few days after the production had finished. The curtains had been tied back, and taken off their runners, for the performance but not returned to working condition. TAB have been informed of this and asked to ensure that everything is restored to its former condition when the show has finished.

3. Floor covering in the office, hall ramp and CR1

The Clerk confirmed that monies for this work is in the budget for 2018/19 and quotations will be obtained.

691/17 Update on Hall hiring numbers

A report prepared by the Deputy Clerk was circulated prior to the meeting. Over the winter months there has been an average of two function hires per month in the Parish Hall. In November, there were four hires, two of which were for wedding receptions, but in December this reduced to only one, which is low for the Christmas period. Over the past six months there has been very little change to the schedule of regular hirers using the hall. Elite Dance are now hiring the hall on Friday evening as well as Wednesday evening, and as a result the hall is now well used on most weekday evenings.

692/17 **Parish Hall Maintenance Issues**

1. Repair to Front Wall and Access Ramp

- The Clerk reported that some complaints had been received in the office regarding the height of the rebuilt Party Wall, suggesting that it is now higher than it was originally, prior to the RTA. A photograph taken before the accident has been checked, and as far as can be seen, the new wall is at a very similar height to the old one. It was agreed that the open sight line, available for the past six months when the wall was not in place, may have contributed to some perceptions that the height has increased.
- The repair work to the walls and access ramp has now finished, with the exception of a small number of bricks that were removed in order to install the new railings. The ramp remains closed at the moment, as some building materials have not yet been removed. The Clerk will contact the contractors to request their removal, and also to notify them of a pool of water that has accumulated at the entrance to the ramp, which could freeze and present a health and safety hazard.
- The Clerk has forwarded invoices from the contractors to the Parish Council's insurers and has not yet received a reply.

2. Leak from flat roof in main hall

- A leak was reported from the flat roof on the far side of the main hall. The Parish Council's roofing contractor has been asked to investigate this and will return when a colleague is available to enable safe access. The contractor will also be undertaking a general inspection of the roof at the same time.

693/17 **Matters for Information**

- Cllr Mrs M Miller reported that she had received some complaints from parishioners about the revised bus service, and there was some confusion about the new routes. Cllr Mrs C Shaw also reported that she had received a number of complaints. The Clerk had circulated an email concerning a meeting with Kevin Bentley, on Monday 5th or Tuesday 6th March, and all councillors were asked to reply with their availability.

There being no further business the meeting was closed at 8.38pm

Signed.......... Chairman

Date..........