



Minutes of the Parish Hall Committee

The Committee met at 8.00pm on **Monday 21st September 2020** via Zoom.

Councillor V Chiswell chaired the meeting

Present: Cllr J Sosin (Vice Chairman), Cllr D Ronaldson,
Cllr V Sadowsky, Cllr B Kilvington (for Cllr C Shaw)

In Attendance: Assistant Clerk to the Council
Cllr A Sosin
One member of the public

411/20 **Apologies for Absence**

Apologies were received and accepted for Cllr C Shaw, who was substituted by Cllr B Kilvington.

412/20 **Declarations of Interest**

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

413/20 **Minutes**

The minutes of the meeting held on 18th March 2019 were noted.

414/20 **Public Question Time**

No questions were raised.

415/20 **Clerk's Report**

1. Maintenance – It was noted that the flooring in the hallway, backstage and in the offices has now been replaced. There has been no further movement of the ceiling in Committee Room 1, therefore no further investigation is currently required.

416/20 **Kitchen Refurbishment**

The report on the possible upgrade of the kitchen, to accommodate the luncheon club, was discussed. It was agreed that, whilst the kitchen does need at least some refurbishment, it would not be wise to go ahead with a full upgrade at this stage due to uncertainties over finances and when the luncheon club would recommence. It would be helpful to have an idea of what refurbishment work could be done, and the costs involved and return to it when things are clearer about finances and the situation with Covid-19.

Cllr C Shaw joined the meeting at 8.30pm.

- 417/20 **Access to Committee Room 1**
The quotation for the construction of an external pedestrian ramp, from J W Steele & Sons, was considered. It was agreed that the Clerk should be asked to obtain two further quotations.
Cllr V Sadowsky pointed out that the Conservation Officer would probably need to be consulted.
- 418/20 **Hall Hirers**
The reports on current and future hall hirers were reviewed. The situation may change if new Covid-19 restrictions are introduced.
- 419/20 **Car Parking for the Parish Hall**
It was suggested that hall users should be advised that they could park without restrictions at the recreation ground and walk to the hall. The Clerk was asked to follow up on the meeting held last year with Paul Richards of Rubicon West, regarding a possible extension of the parking time at the Vineyards to 2 ½ hrs.
- 420/20 **Draft Budget**
The draft budget was reviewed. Cllr A Sosin suggested that the proposed carry over of £21,000 was too high and that £15,000 was a more realistic figure. General maintenance should be changed to £3,000 unless there was an exceptional expense this year. Also, the Parish Hall mats should be increased to £704 (again unless this year was an exception).
Subject to the above, it was agreed to accept the draft budget as presented. Proposed by Cllr V Chiswell, seconded by Cllr J Sosin and agreed unanimously.
- 421/20 **Matters for Information**
1. Travellers in Noakes Place
Cllr J Sosin advised that Chelmsford City Council had been made aware of the situation and it is being dealt with.

There being no other business, the meeting was closed at 8.53pm.

Signed..... Chairman.....Date