



Joint Parish Hall Committee and Bell Centre Sub-Committee Meetings

The minutes of the joint Parish Hall Committee and Bell Centre Sub-Committee meeting held at The Parish Hall, Great Baddow on **Monday 24th September 2018**

Present:

Chairman: Cllr Mrs V Chiswell Vice Chairman: Cllr. ^{MRS D.} ~~K.~~ Ronaldson

Councillors: Mrs M Miller, T Miller, K Liley, Mrs V Sadowsky, P Sadowsky, Mrs J Sosin (Ex Officio), Mrs C Shaw (Ex Officio), ~~Mrs D Ronaldson,~~ A. Sosin ^{K.}

Officers: Clare Milligan, Parish Clerk

Public: None

328/18 **Apologies for Absence**
None received

329/18 **Declarations of Interest**
There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registerable Non Pecuniary Interests.

330/18. **Minutes**
The minutes of the last Parish Hall meeting held on 26th February 2018 were signed as a true record by Cllr Mrs V Chiswell. Proposed by Cllr Mrs V Chiswell and seconded by Cllr Mrs C Shaw. The minutes of the last Bell Centre meeting held on 26th February 2018 were signed as a true record by Cllr Mrs V Chiswell. Proposed by Cllr Mrs V Chiswell and seconded by Cllr Mrs C Shaw with the one change point 681/18 change the word Assistant Clerk to Deputy Clerk.

331/18. **Public Question Time**
There were no members of the public present

332/18. **Clerk's Report**

1. **Front Entrance Automatic Door** – this is all now working correctly
2. **Repair to front wall** – This is all now complete, paid for and we have received the funding back from the insurance
3. **Leak from flat roof in main hall** – this is all now fixed no other leaks have been reported

333/18. **Hall Hire Numbers**

During the past six months the number of function hirers using the Parish Hall has averaged 2 per month. The busiest months were July and August, where there were three function hires in each month. In addition, in August, there were two theatre workshops for primary aged children. In the next six months there are currently two functions in October, three in November and one in December.

Over the past six months there has been very little change to the schedule of regular hirers using the hall. This does mean that the hall is being well used on most weekday evenings apart from Monday, which remains difficult to hire due to the regular use three times a year by TAB, and the bank holiday closures.

It is hoped that some bookings can be taken for Sunday, as the caretaker will be working to her new job profile from 1st October 2018.

A charity coffee morning will be held on Thursday 27th September, 10.00am to midday in the Parish Hall, in aid of Macmillan Cancer Relief.

334/18. **Parish Hall Maintenance Issues**

The painter and decorator will be starting work on various rooms at the parish hall on Monday 7th January. At which point the clerk will assess if new flooring is required.

335/18~~8~~.  **Committee Room 2**

The clerk has asked for a quote for taking out the sink in the room and replacing with something small and suitable, so people are able to make drinks if required. The room will be totally stripped and decorated as part of the Parish Hall from the 7th January. The food warmer will be removed as this is no longer required. New flooring will be laid in this room.

336/18. **Bell Centre Closure**

The Bell Centre will be permanently closed from the 30th September the Clerk is meeting with Lambert Smith Hampton on the 1st October to give back the keys. All tenants have been advised and have removed their possessions. A skip was delivered on Thursday 20th Sept and the hall is now empty. Thank you to all staff who helped with this.

337/18. **Budget allocation**

The Clerk went through the draft budget for 19/20 for the Parish Hall and this was proposed by Cllr Mrs J Sosin, seconded by Cllr K Liley and agreed unanimously.

338/18. **Matters for Information**

Cllr Mrs V Sadowsky attended the EALC AGM and will circulate some bullet points from the day.



339/18.

Next Meeting

Parish Hall Committee Meeting next meet on the 18th March 2019.
There will no longer be a Bell Centre meeting.

The Parish Hall, 19 Maldon Road, Great Baddow, Chelmsford CM2 7DW
Tel: 01245 472937 e.mail - info@greatbaddowparishcouncil.co.uk

J R Sori
8th October 2018