



GREAT HORKELESLEY PARISH COUNCIL
MINUTES OF THE VILLAGE HALL COMMITTEE MEETING
HELD ON WEDNESDAY 1ST NOVEMBER 2023
IN GREAT HORKELESLEY NEW VILLAGE HALL AT 7.15PM

Those present:

Cllr J Burns-Langton (Chairman)
Cllr C Arnold
Cllr A Banks
Cllr M Mead

Also in attendance:

P Grogan (Caretaker)

V23/09 Election of Chairman

The former Chairman of the Committee is no longer a member of the Council. The Clerk invited nominees for the position of Chairman and Cllr Banks nominated Cllr Burns-Langton. With no other nominations for the position, Cllr Burns-Langton was duly elected as Chairman of the Village Hall Committee for the remainder of the municipal year.

V23/10 Apologies and Reasons for Absence

All members were present.

V23/11 Declaration of Interests

No interests were declared with respect to any item on the agenda.

V23/12 Minutes of Previous Meeting

The minutes of the Village Hall Committee Meeting held on Tuesday 6th June 2023 were approved and signed as a true and accurate record.

V23/13 Servicing of Equipment & System Upgrades

The Clerk advised that the following servicing and system upgrades had been completed since the previous meeting:

EICR electrical inspection
Air exchange unit service
PAT tests
Fire extinguisher & blankets service
Alarm and CCTV system upgrade

The fire alarm and emergency light service is due next month.

V23/14 Medium & Long Term Plans for the Village Hall

- (a) The initial medium (one-year) and long term (three-year) plans for the maintenance, repairs and renewals of the Village Hall that were produced at the previous committee meeting, were reviewed and updated.
- (b) The draft list of items and works to be included in the budget for the 2024/25 financial year was agreed. The Clerk will find estimates for the cost of the works.

V23/15 Key Holders

It was unanimously agreed (proposed Cllr Burns-Langton) that regular hirers be considered as individuals or organisations that hire the hall at least once a month, and that regular hirers can request to be a key holder for the Village Hall. Organisations must state a named person to be responsible for the key.

V23/16 One-Off Hire Common Queries

It was unanimously agreed (proposed Cllr Burns-Langton) that hirers of the Village Hall are permitted to allow animals in the outside garden area of the village hall only, as long as all mess is properly cleared up at the end of the hire.

It was unanimously agreed (proposed Cllr Burns-Langton) that hirers of the Village Hall are permitted to use private BBQs (gas BBQs only), but they must be situated on the hardstanding patio in the garden area away from the hall doors, and all mess and rubbish must be cleared away properly.

Any outside caterers must have their own insurance.

V23/17 Recommendations to Full Council

It was agreed to ask Full Council to note that the Village Hall Committee would like to review income and expenditure from the current financial year and work up recommendations for income and expenditure, including hire charges, for the next financial year, which could be considered by the Finance Committee and then Full Council in January 2024.

V23/18 Date of Next Meeting

The next meeting of the Village Hall Committee will be Wednesday 13th December 2023 at 7.15pm.

The meeting was closed at 8.13pm.

Signed

Date