

# ALBOURNE PARISH COUNCIL [2019]

---

## Minutes of the meeting of Albourne Parish Council - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 24<sup>th</sup> September 2019

Present: John Parks (JP) (Chairman)  
Councillor Graham Stafford (GS)  
Councillor Jerry Butler (JB) (Vice Chairman)  
Councillor Suzi Sawyer (SS)  
Councillor John Drew (JD)  
Councillor Di Smith (DS)  
Mick Gratton (MG)  
George Hammond (GH)

In attendance: Iain McLean (Parish Council Clerk)

---

The meeting commenced at 7.00 p.m.

1. **Apologies for absence.** There were none on this occasion.
2. **Approval of minutes of the previous meeting.** The minutes of the last meeting held on 25<sup>th</sup> June 2019 were formally approved by those present, and duly signed off as a true record by JP.
3. **Maintaining the newly treated floors.** A presentation about how to look after the Village Hall floor was given by Darren Cross, who had recently carried out a deep clean of the floor. He circulated a proposed ongoing maintenance programme (which is available from the Clerk). After some discussion, Darren was thanked for his attendance, and members will discuss the matter further under Agenda item 5 below.
4. **Matters arising.** Some exterior lighting will be needed for the proposed fenced off area for the Under 5s Group outside the VH. The estimated cost is about £45-50. However, it may best be left to leave this until the spring of next year.
5. **Domestic issues – unwanted activity around the Village Hall.** (i) It was noted that as regards the Mexican Pepper-pot food trailer in the VH car park,

MSDC had advised that this could not be permitted under the terms of the Parish Council's Lease, even if there was no objection to the proposal. (ii) JB is still awaiting the relevant quotes for the installation of CCTV. **Future Floor Care.** After some discussion, it was thought that the daily schedule set out in Darren's report would be too onerous. It was also considered that the 2-monthly, plus 6-monthly plan proposed was too expensive. The Committee would therefore see how the floor looked at the next meeting in December and probably get Darren back on just a 6-monthly basis. In the meantime, there needs to be a clear schedule for the cleaning, and exact instructions to hall hirers, so that the condition of the floor can be kept at its optimum. It was therefore **AGREED** that the maintenance proposal would not be agreed at the present time.

6. **Financial Statement.** (i) The financial Statement was circulated (and this is available from the Clerk). (ii) There was also a discussion about the rates to be charged for the after School Club's use of the Hall (Mondays, Tuesdays, and Thursdays during term time). JB proposed that this be rounded down to £6 per hour being half way between the usual rate and the discounted rate. This was **AGREED** by members, subject to the inclusion of an appropriate review mechanism.
7. **Projects. Chairs.** There are some 61 useable chairs, 32 are missing the rubber feet. The replacement issue is ongoing. One rack of new chairs (36 chairs which can be racked) costs £47-20 for the rack, and £188 per four chairs. After discussion, was **AGREED** to go for one rack of 36 chairs in royal blue, and to dispose of the duff ones. **Garage roof.** A further contractor in order to complete the estimate work needs to be found. Other possible contractors have not worked out for a variety of reasons. GS can recommend a possible contractor, and so will liaise with MG accordingly. The project is therefore delayed until next year, but the roof is not leaking, and so there is no immediate necessity. **Sound panels.** This is still with GH and is ongoing. Some of the materials have been sourced, but everything needs to be available at the same time in order to build them up. The covering fabric needs to match the walls. It was suggested that hessian might be a good bet. DS will therefore get some samples for approval. **Cupboard over the toilet conversion.** This is ongoing, and further progress will be reported to the next meeting.
8. **Social Groups feedback.** The Albourne Arms pub has banked £2,197-44 in 26 weeks. However, whilst it is clear that it is "washing its face", it needs to be established what the profit level might be, and there should be at least a 12 monthly check. The pub staff training is ongoing. There is a defibrillator training session on the 4<sup>th</sup> October 2019. The proposal for the pub quiz (12 teams with a maximum of 6 players) was discussed, and the tentative date is 29<sup>th</sup> February 2020, but it won't be on a pub night. The Church is organising the event, and after discussion, it was **AGREED** that rather than taking a share of the profits, the discounted rate of £35 for the night would be charged, or £40 to include the use of the crockery. However, the use of the bar will not be permitted. It was noted that this arrangement should be more financially advantageous to the Church. It would

also need to be made clear that the organisers will need a Temporary Event Notice (TENs) License in order to cover sale of alcohol.

9. **Any other business.** (i) A number of ceiling lights are out and need replacing. It was therefore **AGREED** to purchase 12 bulbs and GS and MG will liaise to get this done. (ii) There was a discussion about the proposal by BT to remove the public phone box in the Street, and whilst this was more a matter for the Parish Council, there might be an issue for the VH needing to think about providing an emergency land line phone near the VH as a replacement.

10. **Date of next meeting.** This was agreed for Tuesday, 17<sup>th</sup> December 2019 at 7.00 p.m.

The meeting ended at 8.45 p.m.

SIGNED as a true record.....

Chairman

DATED.....2019