



WEST BERGHOLT PARISH COUNCIL

Hall Report

Meeting held Thursday 14th March 2008. John Lampon Hall

Report on Meeting:	<i>Thursday 9th March 2009</i>
Location	John Lampon Room - Orpen Hall
Councillors present	Bernard Colbron, David Short, Jenny Church, Sally Butcher
Apologies	

1	Hall Work	
	Grant award only covers some of the work. Proposed therefore to only replace guttering, down-pipes and doors - quotes being discussed. Window of office needs replacing. Metal grid to be placed on inside of the windows in the doors. A safety lock is needed on office door. Work planned for May half term.	Bernard
2	RCCE	
	Energy efficiency initiative for village halls - waiting for information from RCCE	Bernard
3	CCTV	
	New company, Anglia Burglar Alarms, looked at current system. £145 cost of inspection, £645 to replace radio link. £495 for cameras. Further discussion with this firm re costs and needs are ongoing.	Bernard
4	Hall Flooring	
	Improvement in cleaning has lapsed again. To investigate new cleaners and acquire quotes.	Bernard
5	Car Park	
	The plan is for speed bumps and a soak-away at the exit of the car park. Other large potholes could be treated on a temporary basis with "blobs" of tarmac - not unlike what the Highways dept. does on the roads!! Discuss at PC meeting	Parish Council
6	Kitchen Refurbishment	
	Gary was asked to look at the possibility of doing this. He will assess and plan what needs doing	Bernard
7	Fire and Safety	
	Results of Fire and Safety inspection showed we needed to carry out some remedial actions. Safety certificates must be kept in a binder in the office. Fire bells must be tested once a month. Electrical equipment must be PA tested Cleaning cupboard must be kept locked Suggested a fire alarm be put in office.	Bernard



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	<p>Quotes required for work required need to be obtained. Re inspection six months from previous inspection. Forms needed to be given to all hall hirers re Fire and Safety procedures. Fire extinguishers required for upstairs meeting room.</p>	
8	<p>Pictures Pictures to be replaced on the walls in the Halls.</p>	Bernard
9	<p>Boiler The boiler has been rewired and should function more effectively now. June is continuing to monitor.</p>	
10	<p>Break in Window to be replaced. Insurance agreed.</p>	Bernard
11	<p>New storeroom. Toilet removed, Window boarded up and shelves installed for storage use by the BYG.</p>	
12	<p>Hall meeting time It was proposed to bring the Hall Sub-Committee meeting time forward by one hour to follow on directly from the Environment meeting. Members attending agreed and members not present to be consulted by email.</p>	
	<p>Date of next meeting Thursday 9th April (time to be notified later)</p>	