

Minutes of the Meeting
The Brownlow Memorial Hall Management Committee
27 April 2011

Present: Councillors Fitzwilliams (Chairman), Ms Healy, N Jones and Mr Bagwell

1. Apologies for absence were received from Councillors Harrison and Towle & Mrs Leftly.

2. Declarations of interest

There were no declarations of a personal or prejudicial interest in respect of any matter to be considered at the meeting.

3. Minutes of the meeting held on 16 March 2011

These were approved and had been adopted by Council on 23 March 2011.

4. Caretaker report

The caretaker's report was available. Issues were discussed and actions agreed as per the attached.

5. Matters arising from the 16 March 2011 meeting not covered elsewhere on the agenda

There were none.

6. Finance

- a. Profit and loss statement – figures for year ending March 2011 were available. An operating surplus of £6,290 and a total surplus of £3,750 had been recorded. It was noted that the figures do not include a contribution towards insurance or administration costs.
- b. The Cottage – it was noted that the boiler had broken down. Although it was first thought that a replacement boiler might be needed, following a site inspection, Fowler Combustion had recommended repair. An invoice for £436.70 has been received for the repair however the boiler has broken down again. Following an extensive examination further problems with the system have been discovered which will require further investigation.
- c. Roof repair –as a result of the roof inspection undertaken in early January Bondright Roofing Services has written proposing further works. An estimate to repair the upper valley at a cost of £734 has been received. The Parish Council Finance Committee has considered the estimate and agreed that as the work does not appear to be urgent it should be deferred until the next roof inspection.

7. To consider improvements to lighting in car park

The Committee considered a request to improve the lighting in the car park. It was noted that one of the exterior lights is broken and is awaiting repair. As there have been no other complaints it was agreed to monitor the situation in the first instance.

8. Date of next meeting

As several Committee members are unavailable on 25 May it was agreed to rearrange the meeting. A new date of Wednesday, 1 June 2011 was confirmed.

9. Closure of the meeting

There being no further business the meeting closed at 5.05 pm.