

Minutes of the Meeting
The Brownlow Memorial Hall Management Committee
17 March 2010

Present: Councillor Fitzwilliams (Chairman), Mr Bagwell (Warfield Churches), Councillors N Jones and Towle and Mrs G Leftly

Ms L Winton for the Caretaker's report only

1. Apologies for absence were received from Councillors Harrison and Ms Healy.

4. 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. Introduction and caretaker report

Ms Linda Wilton was welcomed to the meeting. Issues were discussed and actions agreed as per the attached report.

4. Matters arising from the 17 February meeting not covered elsewhere on the agenda

- a. Item 5 Plus Three Nursery – it was noted that there is no interest in an additional session on Wednesday afternoons or an August holiday club. The Parish Council Finance Committee has discussed a formula to be used when adverse weather conditions restrict use of the car park. Should the Chairman and the Clerk decide that the car park is unusable on 2 or more consecutive days then a reimbursement of £10 per day will be given.
- b. Item 6 Scottish & Southern Energy Boards Sub Station Lease – it was noted that the arrears payment and draft Lease is still awaited.
- c. Item 8a Brownlow Memorial Hall Trust proposed rent increase – it was noted that a letter explaining why any increase above the current £10,000 payment is unacceptable has been sent, a response is awaited.
- d. Item 8c Publicity brochure reprint – ongoing.
- e. Item 9c Warfield Players – it was noted that Mrs Batt-Rawden, Chairman has advised that the group is still active and has offered to pay a peppercorn rent to continue to store their container on site. After discussion it was decided to take no further action at present however, Councillor Fitzwilliams offered to raise the matter with Mrs Batt-Rawden.

5. Review of Room Risk Assessments

A summary of the changes was available. It was noted that all matters arising from the inspection are in hand.

6. Finance

a. Internal redecoration 2010/2011

After discussion it was decided to obtain quotes for the redecoration of the Blue room, Green room and fire exit lobby for consideration at the next meeting.

b. Monthly report

The profit and loss statement for the period April – February was available. Income continues to be ahead of budget at £35,727 and expenditure below budget at £24,098 with an operational surplus of £11,629.

c. Business rates 2010/11

It was noted that the amount due is significantly more than 2009/10. *Post meeting note the figure for 2009/10 included a credit of £1513 for small business relief not claimed in 2008/09*

11. Items for information

- a. Notification of Tree Preservation Order 1044 - 2 oaks located at the front of Staddlestone Cottage, Newell Green.

12. Date of next meeting

As several Members are not now available to attend the scheduled meeting on 28 April it was agreed to rearrange the meeting to Wednesday, 12 May 2010.

13. Closure of the meeting

There being no further business the meeting closed at 5.30 pm.