

Minutes of the Meeting
The Brownlow Memorial Hall Management Committee
2 September 2009

Present: Councillors N Jones (Chairman), Mrs S Boys, Mrs G Leftly

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

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 29 July 2009 – approved by Council 26 August 2009

4. Matters arising from this meeting

- a. Item 4a Cycle stands – it was noted that the three stands had been erected during August thanks to the efforts of Councillor Fitzwilliams.
- b. Item 4b External decorative repairs to the flat – were completed during the August holiday.
- c. Item 7 Rose Room sliding door - Klub DK has been advised that repairs are too costly and as the only user the door will not be repaired unless the club pay for it to be done. A response is awaited.

5. Scottish & Southern Energy Boards sub station Lease renewal

It was noted that despite three chasing emails progressing the new Lease Scottish and Southern Energy has failed to reply.

6. Committee Members Term of Office

It was noted the Management Committee's Terms of Reference require that two Parish Council Committee Members serve only a two year term and by the end of October 2009 the Parish Council will need to re-appoint two Committee Members.

7. Finance

- a. It was noted that due to minor changes in legislation the Brownlow Hall has been re-banded as being exempt from paying an annual fee for the premises licence.
- b. The profit and loss statement for the period April – July was available. Income for July of £2,936 and expenditure of £1,330 had been recorded. It was noted that income and expenditure is generally in line with budget figures for the first third of the year.

8. Caretakers Report

The Clerk had discussed outstanding issues with the caretaker. The attached report was brought to the attention of the meeting.

9. Items for information

A good response to the annual users meeting invitation was noted.

10. Date of next meeting

This was confirmed as Wednesday, 7 October 2009.

11. Closure of the meeting

There being no further business the meeting closed at 5.00 pm.