

SHERE PARISH COUNCIL

Serving the villages of Gomshall, Holmbury St. Mary,
Peaslake, Shere and a large part of Abinger Hammer

MINUTES OF THE TANYARD HALL COMMITTEE MEETING HELD ON 7th MARCH 2013

Committee Members: Councillors R. Andrews, R. Davey, J. Hutton, R. Newman.
Alderman K. Childs (co-opted member).

Present: Councillors, R. Andrews, R. Davey, R. Newman, Alderman K. Childs (co-opted) and the Clerk J Millett.

Election of Chairman: R Andrews was **ELECTED** as Chairman.

Apologies for Absence were submitted on behalf of J Hutton.

Declarations of Interest on any item on the agenda – **NONE** declared.

The Minutes of the meeting held on 7th June 2012 were **APPROVED AND SIGNED** as a correct record.

Adjournment for the Public – no members of the public were present at the meeting.

Finance – the Committee received an up to date report from the Clerk. There was a balance of £17,385.68 in the long term maintenance budget, including £1,300 grant aid available until the end of 2013/14 for parking bollards, and a balance of £2,358.31 in the Tanyard Hall main account. R Newman highlighted the need to review the long term maintenance schedule.

Tanyard Hall – consideration of any matters raised including:

Boundary wall – an estimate from a local contractor of £498 (including 20% VAT) for minor repairs to the wall was considered. It was **AGREED**, in principle, but there was some concern that the wall may be Listed and it was **AGREED** that this needed to be investigated with a view to possibly using lime mortar for the repairs.

Replacement of stolen lead from exterior windows and back wall – it was **NOTED** that there was a cheaper, substitute material available to replace the lead and that an estimate for this was being sought.

Carpet stains – it was **NOTED** that the carpet in Tanyard Hall needed cleaning and **AGREED** that estimates be sought from local carpet cleaners.

Repair to timber above exterior door – it was **AGREED** that this timber needed to be replaced and the Lengths Man be asked to do this.

Plaster in downstairs room – it was **NOTED** that some of the plaster was coming off the wall and **AGREED** that a local contractor be requested to look at this.

New equipment – it was **NOTED** that there was £1,426 of grant aid match funding available from Guildford Borough Council which had to be claimed by 31st March 2013. It was **AGREED** that new software for the Clerk's computer and a new fridge for the kitchen be purchased.

Car Parking – at the last meeting, the Committee agreed to seek a court injunction in respect of regular unauthorised users of the Tanyard Hall car park. Details of ownership of two of the offending vehicles had been sought from the Driver and Vehicle Licensing Agency (DVLA), prior to instructing the Parish Council's solicitor. The DVLA had requested further information and this was being collated. In the meantime, there had been further, regular unauthorised use by other vehicles and it was **AGREED** that details of the owners of these vehicles would also be sought.

Risk Assessment – all Committee members present reviewed the general and fire risk assessments for Tanyard Hall and **AGREED** that these be renewed, with no amendments, for the year 2013/14.

PAT testing of mobile electrical equipment – it was **NOTED** that PAT testing would be carried out every September, using the machine owned by the Village Hall. There was a suggestion that it might be worthwhile for the Parish Council to buy its own PAT testing machine.

Hire of Tanyard Hall

Review of charges – it was **AGREED** that charges remain at their current level of £29.70 per session.

Advertising & promotion - it was **AGREED** that the hire of Tanyard Hall continue to be advertised on the Parish Council's web-site and in its annual report and that other sources of local advertising, including advertising for corporate events and meetings, be investigated.

Date of next meeting: 26th September 2012, at 8.15pm.