

Shavington-cum-Gresty Council  
Village Hall Committee meeting  
Main Road,  
Shavington, Crewe  
CW2 5DP



## **MINUTES of the meeting held on Wednesday 14<sup>th</sup> July 2021**

In attendance: Cllr Adams, Hancock, Hackett, K Gibbs, McIntyre

ScG VH/21/1/1	<b><i>To receive and consider apologies for absence</i></b>
	No
ScG VH/21/1/2	<b><i>To elect the Chair and Deputy Chair</i></b>
	Cllr McIntyre and Cllr Adams were elected Chair and Deputy Chair of the Committee respectively
ScG VH/21/1/3	<b><i>To note declarations of Members' interests</i></b>
	No declaration was made
ScG VH/21/1/4	<b><i>To consider the appointment of non-Parish Councillors Members to the Committee as representative of the community</i></b>
	<b>RESOLVED:</b> that the item is postponed to the next Committee Meeting
ScG VH/21/1/5	<b><i>Public Participation</i></b> <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i>
	No comment was made
ScG VH/21/1/6	<b><i>To consider a proposal for the Village Hall booking system and to review the booking fee</i></b>
	Members <b>NOTED</b> the report.  <b>RESOLVED:</b> that the Village Hall booking form is approved and that booking fees are approved without any change
ScG	<b><i>To consider marketing opportunity to promote the Village Hall</i></b>

VH/21/1/7	<p><b>RESOLVED:</b> that the Clerk, with the support of the Communication Manager, is instructed to progress the following actions within budget (Cost centre Village Hall, Cost code Marketing):</p> <ol style="list-style-type: none"> <li>a. Update the website with all relevant information</li> <li>b. Update and animate the Village Hall FB page</li> <li>c. Promotional video/photo gallery</li> <li>d. Install a promo sign "Hire the Hall", outside the building</li> </ol>
ScG VH/21/1/8	<p><b>To consider the following operational matters:</b></p> <ol style="list-style-type: none"> <li>a. <b>Key holders list</b></li> <li>b. <b>Volunteers list for opening the Village</b></li> <li>c. <b>Inventory of cleaning equipment and kitchen utensils and tables, chairs</b></li> <li>d. <b>Storage agreements</b></li> <li>e. <b>Blinds</b></li> <li>f. <b>Cleaning</b></li> </ol>
	<p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>a. <u>Key holders list:</u> that Cllr K Gibbs is appointed to draft the list</li> <li>b. <u>Volunteers list for opening the Village:</u> that Cllr K Gibbs, Adamas and McIntyre are added on the volunteer list</li> <li>c. <u>Inventory of cleaning equipment and kitchen utensils and tables, chairs:</u> that the inventory is done on Wednesday 21<sup>st</sup> July</li> <li>d. <u>Storage agreement:</u> that a disclaimer of no liabilities for the Council is added on the Village Hall booking form</li> <li>e. <u>Blinds:</u> that the provision of blinds is deferred to the next financial year</li> <li>f. <u>Cleaning:</u> that all cleaning products are supplied by the cleaner company</li> </ol>
ScG VH/21/1/9	<p><b>To consider strategic projects to revamp the Village Hall</b></p>
	<p><b>RESOLVED:</b> that the 10 large historical information banners will be removed from the main hall.</p> <p><b>RESOLVED:</b> that the following projects will be considered in 2022/23:</p> <ul style="list-style-type: none"> <li>• Refurbishment of the Village Hall kitchen</li> <li>• Main hall setting up: display of local history pictures</li> <li>• Provision of IT facilities for Main Hall: such video projector, PA system</li> </ul>
ScG VH/21/1/10	<p><b>To note the date of the next Village Hall Committee Meeting – October, 13th 2021 6pm</b></p>
	<p>Members <b>NOTED</b> the date of the next Village Hall Committee Meeting is October, 13<sup>th</sup> 6pm</p>

Meeting Closed at 20:26hrs

Chair: Cllr McIntyre

Clerk: S Garnero

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