

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



MINUTES of the meeting held on Wednesday 14th July 2021

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

ScG VH/21/1/1	<i>To receive and consider apologies for absence</i>
	No
ScG VH/21/1/2	<i>To elect the Chair and Deputy Chair</i>
	Cllr McIntyre and Cllr Adams were elected Chair and Deputy Chair of the Committee respectively
ScG VH/21/1/3	<i>To note declarations of Members' interests</i>
	No declaration was made
ScG VH/21/1/4	<i>To consider the appointment of non-Parish Councillors Members to the Committee as representative of the community</i>
	RESOLVED: that the item is postponed to the next Committee Meeting
ScG VH/21/1/5	<i>Public Participation</i> <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	<i>To consider a proposal for the Village Hall booking system and to review the booking fee</i>
	Members NOTED the report. RESOLVED: that the Village Hall booking form is approved and that booking fees are approved without any change
ScG	<i>To consider marketing opportunity to promote the Village Hall</i>

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

Meeting Closed at 20:26hrs

Chair: Cllr McIntyre

Clerk: S Garnero