

Staplehurst Village Centre Management Committee

Meeting held 10th December 2013

Present: Mr. P. Kelly, Miss. A. Sharp, Mrs. M. Stephenson, Mr. P. Butcher, Mrs. M. Ashby, Mr S Lain, Mrs. M. Arger.

Apologies: Mrs. M. Spackman.

1. Approval of the last meetings minutes and Matters Arising

Agreed.

2 Treasurers Report

£ 22,312.06 CAF account.
£ 2,100.21 NATWEST.
£ 1,890.00 Lloyds Account still open.

Cheques out:-

£525.00 Paxman cleaning and site maintenance.
£300.00 Flower planters and contents.
£115.00 Staplehurst PCC advert in magazine
£150.00 deposit returned.
£395.00 Lee Johnson Roofing (S Hall)

3 Bookings

MSt and PK consolidating the bookings process, forms, etc. Committee agreed in principle to delegate to chairman and treasurer day to day changes to bookings. any major concerns will be brought back before committee.
Seems to be quite healthy with a small waiting list for regular bookings. Tweaking to accommodate different groups requirements.

4 Village Centre Contingency - held by SPC council update

New draft agreement being finalised between VCMC chair and SPC chair.

5 Further quotation for pointing- for substantive necessary works for windows and brickwork.

£45 per square metre - ?

Have seen the work they are doing elsewhere gives us confidence in work to be done. Committee gave go ahead to do South Hall pointing.

6 Pizza Cuncina / Mr Leonard

Monday and Thursday trading now.

7 Keys Delayed again - tweaking.

8 Foremans

Possible faulty fitment and phosphorous bulb change on South Hall. Committee agreed.

9 VC Trust

- Land registry Proprietor changes - pending
- TSB Mortgage charge - clear

10 Office Screen / dividers

Committee discussed the idea and deferred to AGM.

11 Maintenance and repairs

S Hall Kitchen / Roof / Insulation - complete.

S Hall - D/Glazing ordered - Crittall fitting early Jan.

S Hall - Mirrors ONLY (no ballet bars) Fitting times awaiting to accommodate users.

External Gate N. Hall / Toilet - fitted /await locks - pending.

Tree Works - Front South Corner. One of the trees whilst safe may be dead and will need to be dealt with in the new year unless it becomes unsafe. We will also aim to 'trim/ crown' the branches of the commemorative tree so it looks nicer in the new year. pending

12 A.O.B.

12.1 Crittall Windows @ £4,457 inc VAT fitting early January

12.2 Tree man - over Xmas wants to do collection of Xmas trees from the Village Centre

12.3 Snooker letter - Committee agreed to letter being sent.

12.4 Lights due to go up - fuse issue.

Meeting ended 8.40pm Next Meeting 7.30pm Tuesday 14th January 2014

AGM provisionally booked 25th February 2014 7.30pm for 8pm start.