

# Staplehurst Village Centre Management Committee

Meeting held 15th April 2014

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

**Apologies:** Mrs. J. Fairfax

**1. Approval of the last meetings minutes and Matters Arising** - Agreed.

**2. Bookings** - Healthy and moving forward well.

### **3. Treasurers Report**

£ 27,260.63 CAF Bank

£ 4,922.28 NATWEST

£ 230.98 Cash

#### Cheques out:-

£ 578.40 Paxman cleaning

£ 283.15 Parish council bin services to March 2014

£ 112.78 Heathcroft windows

£1,481.69 Crittal last window at front

£ 86.00 Foreman electrics

\* Committee discussed contacting a few debtors owing money after the month due date.

\* Insurance £164.18 mthly.

### **4.Booking - Party 5th April.**

Residents called the police as there were a lot of young people the worse for wear due to alcohol, with not enough responsible adults present. A lot of glass had been dropped, extra cleaning was required, as well as the inconvenience of committee members coming out. The Youth Club area had also been 'disrupted'. It was appreciated that the broken window had been repaired by the hirer at his own cost.

The committee discussed the matter and, although the hiring conditions had been breached, decided to only deduct the extra costs incurred for the extra cleaning to remove the glass from the North Hall and return the rest of the deposit. This follows the procedure followed in previous circumstances such as this. PK and JF to finalise and write to the hirer.

### **5. New Boiler S Hall**

Committee discussed the need for a new boiler as the old one is coming to the end of its life - £2,000 - 3,000. Estimates coming in to include new radiator that's leaking and combining heating and hot water boilers for efficiency.

Committee agreed in principle, waiting for the quotes to come in via email for the committee to agree.

## **6. Keys**

PK waiting for Pontell to finalise. The committee have all been taking turns to let people in.

## **7. Maintenance & repairs**

- \* Electric hand dryers N Hall - pending
- \* Curtains - pending
- \* S Hall windows now complete.

## **8. Snooker Club**

\* May 7th 7.30pm meeting agreed at the village centre in first floor committee room with PK, JF, and MS.

\*AS will email to confirm the meeting and who will be there.

\*Electric meter has been fitted and read regularly. Not including strip lights and water.

## **9. AOB**

AGM - AS to submit PK's minutes from the AGM to Parish council

Mrs Martin letter. Didn't find an excessive amount of refuse or cigarette butts. There are no smoking bins. No smoking area signs were suggested. Other signage for parking was also suggested.

Meeting ended 8.30pm

Next meeting 7.30pm Tuesday 13th May 2014