

## Staplehurst Village Centre Management Committee

Meeting held 15th October 2013

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

**Apologies:** Mrs. M. Spackman. No communication from Mr. S. Lain.

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

### **2 Treasurers Report**

£ 20,186.44 CAF account - Declined their offer to go paperless.

£ 1,696.21 NATWEST

#### Cheques going out:-

£ 112.78 Heathcroft Cleaning windows

£ 1,637.29 Crittal Installation of windows in S Hall

£ 255.00 Foreman's Electrics (lights)

£ 622.80 Paxman Services Cleaning

#### Cheques going In:-

£400 Railway man

£ Snooker Club

Credit note to Jack Davies re Saturday Dance

### **3 Village Contingency** - held by SPC council update

Chairman Mr J Perry has sent a new joint statement that the Village Centre committee can look at.

### **4 Bookings**

Seems to be quite healthy. New Years Eve booked and paid for plus one for next year already. Confirmation for another party due. Potentially a new booking in the new year which will replace Tai Chi that will stop.

It was agreed that any booking needs a deposit received for it to be confirmed.

**Urgent** - New booking clerk required as Mrs Bailey will step down at the AGM in February or earlier if someone would like to step in. Need to advertise in next update (?) - recruitment drive!

### **5 Stand down!**

Mrs. M. Spackman has new work commitments preventing her attending meetings on Tuesdays.

She can remain as a committee member via emails and officially stand down at the AGM if she wishes.

### **6 South Hall**

Some of the internal cosmetic issues are due to small leaks / water ingress.

Double glazing - awaiting costs. £2,000 - £3,500. PK to liaise with Crittall.

## *Staplehurst Village Centre Management Committee*

External pointing on the corner of the buildings - PK cleared gutters but need to do repointing to waterproof outside, then we can paint the inside and do the curtains. Initial quotes looking at about £1200 for the pointing on both buildings corners.

### **7 New Outside Christmas Lights**

AS emailed committee an LED lightssite that seemed very good. PK will look and see what is out there too.

Committee discussed and decided to look into the costs of 'going over' to.

### **8 New Floor Planters Winter - Spring**

2 new planters - apple crates - painted. About to be put in place and plant up.

**9 Keys** ~ In hand. Debt Advice returned their keys.

### **10 Gutter Hedgehogs**

Revised costs to obtain on required lengths. This should hopefully stop the debris build up.

### **11 VC Trust**

- Land registry Proprietor changes - pending

- TSB Mortgage charge to be removed as none outstanding - With parish clerk - pending SPC.

### **12 Autumn 2013 Maintenance and repairs**

S. Hall Kitchen/ roof insulation need to investigate.

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

### **10 A.O.B.**

10.1 Committee discussed increase in energy costs and rental rates.

10.2 Committee agreed to install an electricity meter in the room at the rear of the centre as electric use is currently unmonitored - currently used by Snooker club.

10.3 Dance - possible to put mirrors on wall South Hall.

Meeting ended 9.35pm

Next Meeting 7.30pm Tuesday 12th November 2013