

Staplehurst Village Centre Management Committee

Meeting held 10th July 2014

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

Apologies: Mrs. M. Arger, Mrs. J. Fairfax, Mr P Butcher.

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

2. Bookings - refer to bookings report.

* Request for xmas lights inside N Hall for children's party on 21st December - will discuss and let them know at next meeting. Need to check re Drama panto.

3. Treasurers Report MS

£ 23,684.29 CAF Bank

£ 8,716.66 NATWEST

Cheques out:-

£ 71.17 Invoice from SPC for Biffa bin 13 weeks 1st April - 30th June 2014

£ 112.78 Heathcroft window cleaning (June)

* Arrears - there are no more arrears to collect.

* The committee continue to share out the rota of letting hirers in.

4. Seafood Stall - Steven Luxford - Site allocation and fees.

Thursday 4 hours, Friday 5 hours, Saturday 7 hours Sunday 4 hours = 20 hours.

Rubbish must be cleared and taken away from the site (not using Biffa bin on site).

Letter as requested and also asking if he has Public Liability Insurance. AS

5. Tarmac -

Costs as per the email quotation. Number of areas need to be improved hopefully during the Summer Holidays (August). Committee agreed. PK

6. Keys

Finally we have received a quotation for all the key changes. Some non essential items we can trim. The committee agreed minus item 9 + 12. PK + MPL

7. South Hall - pointing on 2 corners

Another quotation for about the same costs as previous one. Available at the end of August onwards. PK

8. Hedges, grass, gutters maintenance

Awaiting a quotation from Mr. Foster as potential contractor. PK

9. Towers

Committee decided that the hiring of a tower was reasonable and rarely used as we have a big ladder for most internal jobs. If item 8 works out we won't need one for outside.

10. Screen - AS and PK will try to resource a second hand projector screen.

11. Clarendon Homes - PK will walk across to chat to them about parking permit.

12. Snooker Club

Received a short letter advising they have no option but to close at the end of the year. We regret that this is the decision you have had to come to. We accept their response as notice to quit 31st December 2014.

13. Maintenance & repairs

- * Radiator to S Hall fitted - Done.
- * Electric hand dryers N Hall - pending
- * Curtains/ blinds over mirrors - pending.

14. Booking / Admin training

SL + AS happy to have training from Michele. AS will email.

15. SVC future -

Outcome was for current committee to take on more responsibilities of day to day running with a view to PK standing down at next AGM.

16. AOB

* **Sobell Lodge** - There are a couple of regular cars that park out the back of VC from Sobell Lodge. Committee decided to issue them with 2 parking permits to enable us to know where vehicles are from in case we need to ask them to move. Key will be removed in future - Sobell Lodge will retain a key for access to N Hall only for emergencies.

Meeting ended 8.30pm
2014

Next meeting 7.30pm Tuesday 12th August