

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Public Halls Committee held at the Town Hall, Petersfield, on Monday 21st May 2007 at 6.30 p.m.

PRESENT: Mr G Watkinson (Chairman), Mr K Hick, Ms M Vincent

Also in attendance: Mr N Hitch (Town Clerk), Mr D Hayes Festival Hall Manager (from item PH 0063), Petersfield Herald, 0 Members of the Public

PH 0056 ELECTION OF DEPUTY CHAIRMAN

Mr K Hick was nominated by Ms M Vincent and seconded by Mr G Watkinson

RESOLVED: that Mr K Hick be elected Deputy Chairman for the ensuing year.

PH 0057 CHAIRMAN'S COMMENTS

The Chairman had no comments

PH 0058 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr. Clarke and Mr. Aiston.

PH 0059 DECLARATIONS OF INTEREST

Mr G Watkinson declared a personal interest in the sanding of the Festival Hall floor as he is a member of Winton Players (PH 0062A refers)

Mr K Hick declared a personal interest in the sanding of the Festival Hall floor as he is a member of Petersfield Operatic Society and Petersfield Highlights Society. (PH 0062A refers)

Ms M Vincent declared a personal interest in the sanding of the Festival Hall floor as she is a member of Petersfield Operatic Society and Petersfield Highlights Society. (PH 0062A refers)

PH 0060 APPROVAL OF MINUTES

RESOLVED: that the minutes of the meeting of the Public Halls Committee held on 16th April 2007 be approved and signed as a correct copy.

RESOLVED: that the meeting be adjourned for a five minute period, in order for members of the public to discuss matters of interest with Councillors.

As no questions were forthcoming the meeting was re-convened.

PH 0061 FESTIVAL HALL MANAGER'S REPORT

Members received and noted the report attached as Appendix A to these minutes.

PH 0062 TOWN FESTIVAL HALL

A. Sanding and sealing of the Festival Hall floor

Members received the two quotes obtained for the work, noting that both contractors considered the floor probably has 3 or 4 further potential sandings before it needs replacing. The Clerk advised that the Festival Hall Manager had been unable to obtain a third quote because of the specialised nature of the work and the lack of available contractors. Following discussion, it was:

RESOLVED: that the quotation from Natural Choice Wood Floors Ltd for £4,800 plus VAT be accepted

B. Boilers safety inspection reports

Members received the safety inspection reports from Zurich Municipal Insurance. The contents of the 'Other Observations' box was noted, and members were advised that the protection and control devices and the safety valves were checked at their annual maintenance inspection to ensure they were operating and set correctly.

PH 0063 THE AVENUE PAVILION PROPOSED BABY CHANGING UNIT

Members were advised that a unit would fit into the disabled toilet although it may be necessary to move the toilet roll holder to facilitate this. The cost of purchasing and installing the unit was advised to be £250. Concern was expressed that the unit would need to be kept hygienic by the caretaker.

RECOMMENDED: that a baby changing unit be purchased and installed in The Avenue Pavilion disabled toilet at a cost of £250.

PH 0064 PERKINS SLADE RENT REVIEW

Members were advised that a number of recent telephone calls seeking to establish contact to discuss this matter had not been returned. The Clerk further advised that he proposed to retain the rent at its current levels until the review in 2009, bearing in mind the recent VAT issue and the water ingress in the windows. Members indicated they approved of this proposed stance.

PH 0065

CAPITAL RESERVES

The Clerk presented members with the Capital Reserves budget sheet, attached to these minutes as Appendix B, advising that when the Capital budget was originally approved by Council, there had been a miscalculation resulting in an over-allocation of the capital budget by £20,000. Under the Council's voting system, the project that had been bottom of the allocation list was replacement of the Festival Hall floor. The cost of this project had been estimated at £20,000. The Clerk had therefore removed this project from the list of those funds had been allocated to, after discussion with the Chairman. Additionally, the sum raised by Precept of £10,000 had been provisionally allocated to various projects based on their cost, and intended completion date for members' consideration. The 'Additional Notes' column had been used to indicate the sums needed to be raised from the Precept each year for those projects that had not yet been fully allocated funds, if they were to be completed in the year originally planned.

RECOMMENDED: that the allocation of the Precepted sum of £10,000 for the current financial year be approved together with the removal of the Festival Hall floor project from the original funds allocation exercise.

There being no further business the meeting closed at 7.02 p.m

FESTIVAL HALL MANAGER'S REPORT**FORTHCOMING EVENTS -- May - June 2007**

- 24 and 25 May Clothes Sale
- 26 May Southern Orchestral Concert Society Concert
- 9 June - The Portsmouth Chorus
- 16 June - Stiff Promotions

OTHER BOOKINGS

ROSE ROOM	6
COUNCIL CHAMBER	7
GREEN ROOM	with theatre bookings
MEETING ROOM	0

Repairs to the Town Council offices windows have been carried out (vandalised).
Inspection of Stage Lifts carried out by Zurich with no problems reported.

Dave Hayes
Festival Hall Manager

Petersfield Town Council

Capital Reserves

<u>Project</u>	<u>Projected Cost</u> £	<u>Sum Allocated</u> £	<u>Sum Spent</u> £	<u>Balance</u> £	<u>Additional Notes</u>
<u>Grounds Committee</u>					
Safagrass Erosion Control	40,000.00	20,000.00		20,000.00	Additional £20K from Dvplrs Contribs
Play Equipment Replacement	20,000.00	15,000.00		15,000.00	Annual sum to be precepted
Heath Pond Bank Stabilisation	10,000.00	20,000.00		20,000.00	
DDA Accessible Paths	200,000.00	10,000.00		10,000.00	
Skate Park Replacement	6,000.00	50,000.00		50,000.00	Extra from Dvplrs Contribs plus grants
Pond Boardwalk Boundary Fence & Buttress	25,000.00	6,000.00		6,000.00	
Tennis Courts Refurbishment	20,000.00	25,000.00		25,000.00	Also consider Dvplrs Contribs
Youth Shelters	n/k			20,000.00	
Heath Pond Boardwalk				0.00	
Grounds Committee Total	321,000.00	166,000.00	0.00	166,000.00	
<u>Halls Committee</u>					
Festival Hall Floor	35,000.00	2,000.00		2,000.00	Planned for 2015 (precept 4750pa?)
Town Hall Windows	80,000.00	40,000.00		40,000.00	Grants for remainder not now possible
Festival Hall Ventilation System	20,000.00	20,000.00		20,000.00	
Festival Hall Tiered Seating	25,000.00	2,000.00		2,000.00	Planned for 2015 (precept 3250pa?)
Festival Hall Sound Desk	20,000.00	2,000.00		2,000.00	Planned for 2015 (precept 3250pa?)
Festival Hall Lighting Desk	20,000.00	2,000.00		2,000.00	Planned for 2008 (precept 18000 2008)
Avenue Pavilion Acoustics	2,000.00	1,000.00		1,000.00	Planned for 2008 (precept 1000 2008)
Sheet Village Hall Kitchen	7,000.00			0.00	Planned for 2009 (precept 3500pa?)
Festival Hall Extension/Kitchen/Meet Rm	300,000.00			0.00	
Rose Room Carpet	20,000.00	1,000.00		1,000.00	Planned for 2009 (precept 9500pa?)
Festival Hall Boiler replacement	60,000.00			0.00	Planned for 2010 (precept 20000pa?)
Halls Committee Total	589,000.00	70,000.00	0.00	70,000.00	
<u>Finance & General Purposes Committee</u>					

Projector Laptop & Whiteboard	5,000.00	4,795.00	4,795.00	Possible contrib from EHDC
Town Hall Computer System	5,000.00	5,000.00	5,000.00	
Table & Chairs for Council Chamber	10,000.00		0.00	
Finance & General Purps Committee Total	20,000.00	9,795.00	0.00	9,795.00
All Committees Total	930,000.00	245,795.00	0.00	245,795.00

Note: Halls Committee precepted £10,000 2006/07