



Minutes of Meeting Held on 16th October 2024

Present:

Committee

Brian Godfrey – Chairman
 Carolyn Frostwick – Treasurer
 Chloe Shuttlewood – Secretary
 Jenny Sandars – Bookings Clerk
 Lyn Easton – Medbourne Parish Council
 Fiona Smith

In attendance

Meriel Godfrey, Caretaker

Members of the public

Tom Price

			Action
1		Apologies for Absence: N/A	
2		Minutes of Previous Meeting The Minutes of the meeting held on 18 th September were approved and signed by the Chairman.	
3		Matters arising from the Minutes	
	3.1	Lawn mowing – CF stated that the bill for the mowing will be paid for by the Village Hall separately (rather than the cost coming out of Parish Council hall hire fees).	
	3.2	Refurbishment of the notice board – LE is still waiting to hear from the person who will be doing the repairs.	
	3.3	The portrait of the King has been received and is now hanging up in the main hall.	
	3.4	Snagging work in the kitchen will take place over half term. Severn Trent will come to install a smart water meter.	
	3.5	The Chairman shared with members details of the gesture of thanks which had been presented to Sheelagh Shaen-Carter (expert architectural advisor to the Committee) as was agreed at the last meeting.	
	3.6	BG received a re-quote for refurbishing the three sash windows in the small hall (£1,700 + VAT). This is the same price as two years ago. The work will cause little disruption to hall users. The Committee agreed that this work should go ahead, as the problem	

		would only get worse.	
	3.7	Harborough Lotto advertising – it was decided that CS would send out information about Harborough Lotto via the village email list. The Parish Council magazine would charge a fee to advertise this, therefore we will not advertise in the Parish magazine for now.	CS
4		Chairman’s Report (including governance issues)	
	4.1	<p>The Chairman of the Parish Council has been in contact with the owner of the Nevill Arms pub regarding the problem of car parking; the pub gets very busy, particularly on Sundays, and customers have been parking dangerously in the village. It was suggested that the Village Hall lawn area could be turned into a temporary car park. BG discussed this with the Committee. Several immediate concerns were raised:</p> <ul style="list-style-type: none"> • If somebody is hiring the Village Hall, it would not be feasible for the car park to be used at the same time. • The grass may be damaged, especially if soggy; it may be possible to install grids to protect the grass, but this would be costly, and children from Pre-School, Scouts or other hall hirers could fall and injure themselves. • The car parking area would have to be clearly defined, i.e. just one half of the grass area; designated parking bays; perhaps a parking attendant required, etc. • The entrance and exit to the grass area/proposed car park is dangerous; it is very narrow and crosses pedestrian access to the bridge. The brick and stone pillars at the entrance/exit could also be damaged, as could the field gate. • If there was open access, there could be issues with dog fouling. <p>Although nothing in the Village Hall lease with the Medbourne Free School Charity specifically excludes use of the grounds for car parking, this issue would nevertheless need to be raised with the Trustees. No decision has been taken, and this issue will be raised again. In the meantime, the matter would be discussed in more depth by the Chairman and PC representative.</p>	BG/LE
5		Treasurer’s Report (including Restoration Fund/Appeal) The Treasurer’s report was requested but not received.	
6		Caretaking/Maintenance/Defibrillator	
	6.1	A major flood occurred caused by broken cistern parts in one of the boys’ toilets. Water was gushing out of the overflow pipe straight onto the floor as there is no drain. It was very lucky that the ICP contract cleaner noticed this on arrival on Monday morning and was able to call MG and BG, otherwise there could have been severe damage as there was approx ½ inch of water on the floor in the boys’ toilets, in the lobby outside the toilets and in the small hall. A plumber was called urgently and the water was cleared up. MG suggested that the other boys’ toilet cistern also needed checking and valves fitted beside the inlet on both units	MG

		to avoid this potentially happening again. The main shut-off valve is inaccessible on the wall above the door in the cleaners' room which is always locked. MG will contact the plumber again to ascertain what options there are for modernising the cisterns or whether replacement toilets would be required (a dual-flush system will also save water). Toilets on the girls' side are more modern with no overflow pipe and a recycling arrangement within the cistern for overflow water. The plumber will also be asked to fix the dripping tap in the girls' toilets.	
	6.2	The boiler has been serviced, as it is one year since the boiler was installed.	
	6.3	The fire extinguishers are being checked w/c 21 st October as the annual inspection is due.	MG
	6.4	The outside light (which is not coming on automatically) has still not been fixed.	MG
	6.5	The Committee clarified that washing up liquid should be provided in the kitchen to hirers of the hall, as opposed to individual user groups providing it.	MG
	6.6	One of the Scouting Groups had used food dye in the kitchen which stained the work surface around the hand wash sink; drying cloths were left very dirty and the floor in the boys' toilets was left in a very dirty state due to a white substance (later identified as cornflower which was used in the task, as learnt from a discussion with the Scout leader). The Committee agreed that next time a user does not leave the Hall in a clean state, we will take a photograph of the mess/damage and fine the user £50 for the cleaning required.	
	6.7	The protective silicone cooker cover has been put in place.	
	6.8	The old fridge has been advertised for sale on the village whatsapp group and also on ebay.	
	6.9	The defibrillator has been checked and is fine.	
7		<p>Bookings</p> <p>There will be a wedding at the hall 25-27th October.</p> <p>In November, there will be a children's party where the hirer is using a science-based organisation to provide the entertainment; the Committee expressed concerns over the fire alarm possibly being set off as one of the experiments involves the creation of some smoke. A company risk assessment suggests no harm will be caused by this, as the amount of smoke is minimal.</p>	
8		<p>Forthcoming Events</p> <p>We are waiting for a date from Alicia Kearns M.P. – when she will be free to attend the village celebration event.</p> <p>BG suggested a Christmas event. LE is finding out whether it is possible to acquire a tall Christmas tree from Sandersons as has been provided in the past to the church, which would then be decorated with lights and a celebration evening held on Sunday 1st</p>	LE

		December, 5pm, with a switching on of the lights.	
9		Any Other Business None.	
10		Public Question Time Tom Price would speak to BG outside of the meeting to update the Chairman on the on-going issues with a previously highlighted damp issue affecting the adjoining property and the Village Hall.	
11		Date of Next Meeting 20 th November at 7pm.	

There being no further business the meeting closed at 20:25.