

MARKS TEY PARISH COUNCIL



Minutes of the Parish Premises Committee Meeting 22nd July 2019 at 6.30pm
www.essexinfo.net/marksteyparish

PRESENT:

COUNCILLORS: -

G WELLS (Chairman)
A THOMAS (joined meeting so quorate)
K BARKER

IN ATTENDANCE:

G HUMPHRIES – Parish Clerk & Responsible Financial Officer

2019/PCM0016 Apologies for absence

Apologies received from Cllr Evans and Cllr Speller.
Proposed Cllr Wells Seconded Cllr Barker

2019/PCM017 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests

No declarations of Interest were received.

2019/PCM018 Public Session

There were no members of the public present.

2019/PCM019 Minutes

The committee approved the minutes to the Premises Committee meeting on 3rd June 2019. The minutes were then duly signed by the Chairman of the meeting.

Proposed: Cllr Wells Seconded: Cllr Barker

2019/PCM020 CCTV Upgrades

Report received from Clerk to Members. Still awaiting the three quotes once received will form a report to Full Council.

2019/PCM021 External Contractors

Report received from Clerk to Members. Clerk to investigate further into what we get for annual maintenance charges and report back to Premises so we can draft a terms and conditions contract for our Maintenance.

2019/PCM022 Carpark Project

Report received from Clerk to Members. We have had a company quote for relaying of carpark however they did not feel this was required. Clerk to get quotes for relining of the carpark and possible widening of the spaces. Clerk to investigate how many disabled parking spaces are required.

2019/PCM023 CIF Application 2018/2019

Sound Engineer Report received by Members and discussed. Clerk to contact 3 companies for a quote for a suspended ceiling. Cheque signed for the report as agreed at Full Council.

2019/PCM024 CIF Application 2019/2020

Two quotes received so far for Playground equipment. CIF application deadline 18th August. Clerk to raise a report for Full Council in August.

2019/PCM025 Handy Man / Maintenance

Members agreed for Maintenance to be split between Caretaker and Keyholder in the short term and in house work to be kept up to date on the maintenance tracker.

Proposed Cllr Wlls Seconded Cllr Barker

2019/PCM026 Replacement Chairs

Cheque signed for the replacement chairs in the hall. Order can now be placed.

2019/PCM027 Hall Hire terms and Conditions

Members agreed with the new terms and conditions of Hire with a few alternations. To be recommended to Full Council in August

Proposed Cllr Wells

Seconded Cllr Thomas

2019/PCM028 Opening Hours licence

Previously brought to Full Council a hirer enquired about paying to increase our licenced hours from 12-12.30am – Members approved for this to happen as did not change the current caretaking hours, as long as the hirer covered the cost and paid up front.

Proposed Cllr Thomas

Seconded Cllr Wells

2019/PCM029 Information Exchange, Clerks Report and Correspondence File

Chairman's Report

Chairman has been contacted again by Coggeshall Town Football club regarding the use of our playing field. Members agreed for Chairman Cllr Wells to enter talks with Coggeshall to discuss requirements regarding using field for Training. Clerk to write to Marks Tey Football Club to find out intentions.

Clerk's Report

Nothing to report.

2019/PCM030 Chairman to close the meeting.

Chairman Closed the meeting at 8.10pm.