MARKS TEY PARISH COUNCIL

LOCAL COUNCIL AWARD SCHEME FOUNDATION

Minutes of the Parish Premises Committee Meeting 30th September 2019 at 6.30pm
www.essexinfo.net/marksteyparish

PRESENT: **COUNCILLORS**: -
K EVANS
A THOMAS (Substitute for A Speller)
K BARKER
A WALKER

IN ATTENDANCE: G HUMPHRIES (CLERK AND RFO)

Cllr K Evans elected as Chair for this meeting
Proposed Cllr Thomas Seconded Cllr Barker

2019/PCM0038 Apologies for absence
Cllr A Speller not in attendance

2019/PCM039 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests
No declarations of Interest were received.

2019/PCM040 Public Session
There were no members of the public present.

2019/PCM041 Minutes
The committee **APPROVED** the minutes to the Premises Committee meeting on 27th August 2019. The minutes were then duly signed by the Chairman of the meeting.
Proposed: Cllr Barker Seconded: Cllr Thomas

2019/PCM042 Coggeshall Football Club
Members agreed to move item to end of the meeting.

2019/PCM043 Re lining of the Carpark
Members received a report from Clerk regarding quotes for re lining of the Carpark. **APPROVED** to go ahead with quote from Wilson Scott Highways Limited. Clerk to investigate regarding Disabled spaces, how long before people can park and regarding wet conditions. Clerk to ask if company can clean prior and hat cost would be. Maximum cost for project £1200 to be spent from Hall Planned improvements budget.
Proposed Cllr Walker Seconded Cllr Thomas

2019/PCM044 Suspended Ceiling Small Hall
Members received a report from Clerk regarding new ceiling in small hall as part of the 2018/2019 CIF grant. **APPROVED** quote from CRS ceiling Limited for the ceiling and Bryants for the Lighting. Clerk to action and proceed with obtaining quotes for sound absorption doors for the small hall and bring to Full Council.
Proposed Cllr Barker Seconded Cllr Thomas

2019/PCM045 External Contractors
Members discussed current external contracts. Grass cutting has not gone to tender since 2012 which ended in 2015. Members **APPROVED** for Clerk to contact Copford regarding joint venture for Tender agreement and report back to Council with quotes once received.
Proposed Cllr Barker Seconded Cllr Walker

2019/PCM046 External Cleaning Contract
Members **APPROVED** contract with external cleaning company subject to some additional items regarding Health and Safety, COSSH Regulations and Liability.
Proposed Cllr Evans Seconded Cllr Barker

2019/PCM047 Projector for the Hall
Members received a report from the Clerk regarding new projector for the halls. **APPROVED** purchase of the projector at the cost of £279 + VAT
Proposed Cllr Walker Seconded Cllr Barker

2019/PCM048 Projects for the Hall
Council discussed projects for Hall in next 18 months. Cllr Walker will look into contractors for wall insulation. Clerk currently obtaining quotes for heating in Main and Small Hall and will report back to full council.

MEETING REACH 2 HOUR MARK. AGREED TO CARRY ON MEETING TO FINISH AGENDA
Proposed Cllr Evans Seconded Cllr Walker

2019/PCM049 Festival
Members received information regarding an enquiry to hold a Festival on the field in summer 2020. Clerk to investigate further with regard to terms of hire for our field and bring back to Council.

Cllr Barker left the meeting at 8.50pm

2019/PCM042 Coggeshall Town Football Club
Members analysed and wrote contract between Marks Tey Parish Council and Coggeshall Town Football Club. Clerk to cascade round to members for final approval.

2019/PCM050 Information Exchange, Clerks Report and Correspondence File
Chairman's Report
Nothing to report.

Clerk's Report
- Clerk still investigating the best Hot water boiler for the main and small hall
- Clerk to get the clock tower light replaced and serviced then service every 5 years instead of annually.

2019/PCM051 Chairman to close the meeting.
Chairman Closed the meeting at 9.55pm