

## ETWALL PARISH COUNCIL

Minutes of a meeting of the Frank Wickham Hall Committee  
Held on Monday 17<sup>th</sup> October 2011

Present: Cllr Payton Non-Committee Members - Cllr Warburton  
Cllr Ireland - Cllr Patten  
Cllr du Celliee Muller Two members of the public  
Cllr Cresswell  
Cllr Bennett  
Cllr Fox

- 354 **Apologies for Absence** – Cllr Smith and Cllr Bilbie (Non-committee members)
- 355 **Declaration of Interests** – None
- 356 **Minutes of the Meeting held on 18<sup>th</sup> July 2011** – These had already been agreed as a true and accurate record and signed by the Chairman.
- 357 **Matters Arising** - None
- 358 **Public Participation** – Mr Mosson from Etwall Bowls Club explained that the Bowls Club would like to go ahead with the installation of a roller shutter on the toddlers’ play area side of the veranda which could be closed to give some shelter from the wind when necessary. It was hoped to carry out this work next spring. Mr Mosson confirmed that the cost would be borne by the Bowls Club and that building regulations approval was not necessary. The proposal to convert the outside store to a toilet had been put on hold for the present time due to the cost involved.
- 359 **Bowls Club Alterations** – Approval was given for the installation of the roller shutter to the veranda. The Clerk to confirm this by email.
- 360 **Solar Panels – Update** – A quotation had been received from Freetricity and the Chairman was compiling a list of questions from members which he would put to this company. The Chairman had taken a representative from a local company to look at the building and a quotation from them was awaited.
- 361 **Budgets 2012/13** – The budgets as per the attached were agreed. These would be forwarded to the Finance Committee.
- 362 **Update of Forms Issued by the Booking Clerk** – Amendments were made to forms relating to the sale of alcohol as per the attached. Updated copies of the forms would be given to the Booking Clerk for issue.

The telephone numbers on the fire notices are to be re-written as they had faded and a check was to be made that there were fire notices displayed in the pavilion.

363 **Maintenance Items** – It was confirmed that the tap in the disabled toilet and the guttering over the toddlers’ play area had been repaired. The glass on the CCTV camera had also been wiped. Cllr Patten mentioned that the taps in the ladies toilet seemed rather stiff. Cllr Payton agreed to ask the plumbers who were to install the new boiler the following week to look at this.

364 **Issues Raised by the Playgroup –**

- (a) As mentioned earlier the tap and gutter had been repaired.
- (b) The company installing the new boiler had been asked to carry out an inspection of the gas installation and issue a Gas Safety Certificate (w/c 24<sup>th</sup> October). Members queried whether, as owners of the building, the Environmental Health Department should have liaised with the Frank Wickham Hall Charity over the recent inspection rather than the Playgroup. A copy of the report had been forwarded to us by the Playgroup.
- (c) A fire risk assessment was overdue and Cllr Heed and Cllr Ireland agreed to carry this out within the next two weeks. The Clerk had also suggested keeping a diary to ensure that these matters were dealt with on time. It was also noticed that the PAT testing was due. The Clerk had obtained some quotations for PAT testing and these were due to be presented at the next Council meeting for authorisation.
- (d) A safety razor blade had been found in the hall by the Playgroup. The Clerk had spoken to the caretaker about this matter and would ask him to be vigilant when checking/cleaning the hall in future.

365 **Any Other Business** – None

366 **Date of Next Meeting** – To be decided.

Signed .....

Date .....