

**NOTES OF LITTLE EATON VILLAGE HALL BUILDING MANAGEMENT
COMMITTEE MEETING, HELD ON
9 NOVEMBER 2009 AT LITTLE EATON OAP HALL.**

PRESENT: Simon Downing, John Easter, Barbara Adams, Howard Parkin, Ray Ford, Ian Shaw, Susan Tulloch, Andrew Martin, Tim Phillipson, David Colebrook.

Doreen Roach [Parish Clerk].

091109.01 Apologies - Tom Parr, Allan Carter, Brian Adams

091109.02 Declaration of Interests – None

091109.03 Radleigh Progress Presentation Howard Parkin gave us an update on behalf of Radleigh, as they did not think there were enough details at this stage to give a thorough report. The project is on time and the builders are working hard to complete the rear of the building so that access to the car park can be made available at the earliest opportunity.

A CCTV survey has shown that the majority of drains have been shattered, therefore extra work is now involved in relaying a new system. John Easter to liaise with the builders and sports clubs for an appropriate time ASAP.

091109.04 Correspondence – Simon Downing reported that the first payment of £97,938 has been received from WREN and passed over to Radleigh, another payment is due when building regulations have been obtained (hopefully this week). The parish Clerk has been in contact with the H M Customs and Excise and we are awaiting the first refund of VAT.

091109.05 Progress of the Project - Howard Parkin reported that the kitchen design has been passed to Radleigh. The chosen floor needs to be heavy duty and a suitable manufacture is being consulted. An asbestos survey revealed asbestos in the existing pavilion, but this is the least harmful variety and need not be disturbed. The disabled access from the car park was discussed and Howard Parkin is awaiting information from EBC which should be available with the building regulations and will ask the architect to submit a suitable proposal for discussion.

The entrance and exit from the car park is still open for design Howard Parkin to ask the architect to prepare a suitable landscape design for discussion. The architect should be on site for discussion at the next site meeting which will be held on 4 December at 9am. Howard Parkin stated that the plan for the stairwell had been changed to agree with planning regulations.

091109.06 Fixtures and Fittings – Susan Tulloch proposed that 10 lighter tables be ordered as the previously ordered tables would be too heavy for some people to erect and move, this was seconded by Barbara Adams and resolved (9 for - 1 abstention). Simon Downing agreed to check with Hulland Ward Chairman for the size for the tables they had.

Ray Ford asked about a glitter ball for the use when dances may be held in the Hall, Howard Parkin stated that the fixture for this were already in the specification as were sliding fixtures for electronic spot lights.

Howard Parkin suggested contacting some local breweries with a view to finding out if they would be prepared to fit out the bar and provide glasses. John Easter said that he had already been approached by a member of the football club and would make further enquiries.

091109.07 Pavilion Refurbishment – Howard Parkin reported that Air Source Heating System plans had not yet been finalized but he expected them to be available for the next meeting.

091109.08 Hall Management Committee – Simon Downing stated that this was discussed at the last Parish Council meeting and letters are due to be sent out in the near future.

091109.09 Heating and Electrical Equipment – was discussed in fixtures and fittings

Items for the Next Agenda –

- I. Radleigh Progress Presentation

091109.10 Any other business – Ray Ford asked if we should consider purchasing any other musical equipment and had obtained a couple of quotes. A piano had been offered free for use in the Hall, Howard Parkin said this must be discussed, but storage would always be a problem and suggested that an Organ Keyboard, which could be folded up be considered.

Dave Colebrook suggested that a list of equipment be prepared for any extra funds that may be left over. The Parish Clerk to prepare.

091109.11 Date of next meeting - Monday 23th November 7:00pm, Little Eaton OAP Hall.

There being no other business, the Chairman closed the meeting at 8:17pm

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