

# WOBURN SANDS TOWN COUNCIL

Memorial Hall, 4 High Street, Woburn Sands, Milton Keynes, MK17 8RH

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Members of Woburn Sands Town Council Communications Committee are hereby summoned to attend the **Meeting of the Halls Committee on Tuesday 16<sup>th</sup> April at 2pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

## DRAFT minutes

### Actions

		Actions
1/24	<b>Present:</b> Cllrs G Jones, J Green, T Sutton, Clerk A Jordan	
2/24	<b>Apologies:</b> none	
3/24	<b>Minutes:</b> To consider the approval of the draft minutes of the last meeting of the Council held on Tuesday 5 <sup>th</sup> December 2023. RESOLVED to approve.	APPROVED
4/24	<b>Memorial Hall:</b> The council considered a request to have one hour booking instead of two hours. The Council RESOLVED not to change the booking conditions. Discussed charging groups for storage. Discussed charging profit groups but not non-profit groups.	AGREED not to change the booking conditions
5/24	<b>The Institute:</b> automatic doors. The quote of £4,345.00 has already been approved. The committee appreciates Cllr D Hopkins contacting MKCC library services to request contribute, but the council has not yet heard from them. A volunteer event to celebrate 10 years of having a team of library volunteers is taking place on 22 <sup>nd</sup> May. Flowers or pot plants as a gift for those long standing volunteers will need to be paid from Mayors allowance.	The Committee will request the Mayor's allowance be used to purchase pot plants
6/24	<b>Summerlin:</b> <b>Kitchen:</b> A new oven/hob and water heater has already been approved to be installed in this financial year, so the work can go ahead now. <b>Office:</b> this is the Caretaker's base and could in future be used more by other staff, so needs to be kept as an office rather than a workshop. Discussed finding space for a workshop for the Caretaker; Clerk asked to find out what use would he make of it? <b>For information:</b> following the annual fire safety checks the Halls Committee notes remedial work that needs to be carried out on the halls.	<b>Clerk</b> to get quote from a gas engineer to remove existing electrician to install a new oven and <b>Clerk</b> to speak to Caretaker <b>Clerk</b> to arrange for contractor to carry out work

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<b>7/24</b>	<p><b>Sports Hall:</b></p> <p><b>Usage:</b> (S. Townend joined the meeting to discuss bookings) weekday evenings are almost full, and weekends have some bookings but there is no interest in daytime bookings. The price puts some groups off. The committee discussed</p> <ul style="list-style-type: none"><li>- having a lower weekday daytime rate</li><li>- opening up for more individual court hire during weekdays daytime</li><li>- more advertising: i.e. a banner, Hogsty End advert</li></ul> <p>RESOLVED to get a banner and advertise in Hogsty End. The charge from April is £15 per court.</p> <p><b>Heating:</b> Received advice from AW White, he has contacted the manufacturer and insulating the tanks should have been done when installed. This is expensive to retro fit, about £1,000.</p> <p><b>Taylor Wimpey progress:</b> Cllr D Hopkins has contacted Paul Van Geete from MKCC and is setting up a meeting with the Chair of Halls Committee and the Chair of the Council.</p>	<p><b>Bookings Manager and Clerk</b> to look at marketing badminton</p> <p><b>Cllr D Hopkins and councillors to meet P Van Geete</b></p>
<b>8/24</b>	<p><b>Earmarked reserves for halls:</b> to consider a list of what might be needed for the halls in the future to enable earmarked reserves to be set up in the next budget to plan ahead.</p> <ul style="list-style-type: none"><li>• Crockery</li><li>• Building surveys of old buildings – estimates needed</li></ul>	<p><b>Clerk</b> to get estimates for surveys for older halls</p>
<b>9/24</b>	<p><b>Date of next meeting:</b> suggest three meeting per year with contingency for a fourth. Following May's annual meeting we should have a meeting of the new committee to agree a chairperson.</p> <p>RESOLVED to set the next meeting at 2pm on Tuesday 4<sup>th</sup> June 2024</p>	

Meeting ended: 15.04

Signed:

Date: