

## SHAVINGTON-CUM-GRESTY PARISH COUNCIL

### MINUTES OF AN EXTRA-ORDINARY MEETING OF THE VILLAGE HALL MANAGEMENT COMMITTEE HELD ON 28 OCTOBER 2015 IN THE VILLAGE HALL

**PRESENT:** Councillor V Adams Chairman  
Councillor G McIntyre  
Councillor W McIntyre

**APOLOGIES:** Councillor K Gibbs and Mrs J Clarke and Mrs Y Williams

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#### **48 MINUTES OF THE PREVIOUS MEETING (23 SEPTEMBER 2015)**

It was noted that as this was an extra-ordinary meeting, the minutes of the previous meeting would be submitted to the Committee on 25 November 2015.

#### **49 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **50 DRAFT SPECIFICATIONS (1) SUSPENDED CEILING and (2) DECORATION**

Members were invited to draw up broad specifications for decoration of the main hall and refurbishment of the suspended ceiling, together with agreeing an appropriate date for the work to be completed.

##### **50.1 Suspended Ceiling**

Members discussed the preparation of a specification for the refurbishment of the suspended ceiling and a number of suggestions were made.

It was **RESOLVED:**

- (a) That the Clerk draw up a draft specification, based on the discussion at the meeting and issue this to all Members of the Committee for comment, following which a revised document would be submitted to the meeting on 25 November 2015; and
- (b) That Janet Clarke be asked for suggestions to inform the final specification.

At the November meeting, Members would be asked to approve the specification, following which the Clerk would issue invitations to quote to three appropriately qualified companies.

##### **50.2 Decoration of the Main Hall**

Members were invited to draw up a specification for the decoration of the main hall, the dimensions for which were noted as 12.2 m x 8.2 m. The following was agreed as a broad specification:

- Gloss paint doors and window frames (manufacture of paint to be agreed)
- Emulsion all walls (colour to be agreed)
- Skirting treatment (UPVC covering) to prevent further damage
- Timescale: to be completed within a two-week period.

##### **50.3 Scheduling of the Work**

Members were of the view that it would be prudent for the two schemes to be carried out as separate projects. Although it was desirable to decorate the hall immediately at the conclusion of the refurbishment of the suspended ceiling, if the ceiling project was delayed,

this would cause a consequent delay for the start of the re-decoration and in these circumstances, the successful decorating contractor might already be committed to other projects which would prevent the work being carried out. A gap of two weeks between each was suggested, although no decision was made.

The best dates for closure of the hall, allowing sufficient time to notify users, would be May 2016 (from 9 May), or during the Summer school holidays as this would cause minimum disruption.

**51      DATE OF NEXT MEETING**

**25 November 2015**

.....Chairman

The meeting commenced at 7.15 pm and concluded at 8.10 pm