

CYNGOR CYMUNED DINAS POWYS COMMUNITY COUNCIL

Halls Committee
Old Committee Room, Parish Hall
12 October 2022, 6.30pm
Minutes of Meeting

14. Register of Members present:

Cllr J Fanshaw (Chair)
Cllr A Asbrey
Cllr S Griffiths

Cllr C Mizra-Davies (Vice-Chair)
Cllr M Hartrey
Cllr C Asbrey

15. Apologies for Absence:

Cllr A Cooke

Cllr L Stevens

16. Declaration of Interests

There were no declarations of interest.

17. To confirm Minutes of Meeting held on Tuesday, 24 May 2022

Minutes of the meeting held on Wednesday, 24 May 2022 were taken as read and on the Motion of Cllr S Griffiths and seconded by Cllr M Hartrey, it was **RESOLVED - THAT** the Minutes be approved as a true record.

18. Matters Arising from Minutes

There were no matters arising

19. Hallsmaster Booking System

The 12 month free trials of the Hallsmaster Booking system is coming to an end and a decision needs to be made whether to continue using the system as from the beginning of November, if are to continue using it, an annual subscription of £199 (plus vat) will need to be paid.

The system is straightforward to use and handles all our halls bookings and associated invoicing, allowing quick and easy updates on payments, provides analysis on usage levels and can assist in providing reports.

We have adapted it slightly to enable invoices for other services (eg Burials) to be processed through the system providing a more professional appearance.

It was proposed by Cllr C Mirza-Davies, seconded by Cllr M Hartrey and unanimously **AGREED** that the Council pay the annual subscription to enable continued use of the Hallsmaster

20. Halls Booking Levels

Bookings in the Halls are almost at pre-Covid levels although there have been a couple of casualties: The weekly Lunch Club, the DPVC fortnightly Coffee Club and the weekly Urdd Youth event have not returned.

There is availability on most days, although not at usually popular times. It was proposed that the halls are advertised on social media as venues for local events, meetings etc.

The Co-worker scheme was discussed and it was agreed that DPCC would continue to provide the facility for the time being. Marketing of this initiative is undertaken centrally on behalf of all sign-up venues.

The above information was **NOTED**

21. Update on Repairs & Maintenance

- a) Stiff Sink taps, often left running – P/H ladies
Repaired in-house. Minimal cost.
- b) Toilet Leaks (2) – P/H ladies.
Pipework and valve replaced. Undertaken in-house. Minimal cost.
- c) Sink leak – L/H Ladies
Pipework repaired. Undertaken in-house. Minimal cost.
- d) Replacement of putty in P/H windows (external)
Undertaken in-house. Minimal cost
- e) New Coir mats for P/H entrance
Replacement of old worn out coir mats, plus purchase of an absorption mat for the Parish Hall. Cost - £188
- f) Office Refurbishment
Now completed – new floor (boarding and carpeting) plus redecoration throughout. Cost of flooring - £1,500; redecoration – in house.

22. Proposed Work

- a) Redecorating of Old Library
To be considered
- b) New Flooring - Old library
Indicative costs to be obtained.

23. To consider the purchase of a star-spangled backdrop for the stage

The current backdrop used for events is in need of replacement, at a cost of approximately £450. It was unanimously **AGREED** that a new star-cloth is purchased.

24. Any Items the Chair feels are of an urgent nature

Members of the Committee were requested to consider any items that would require considerable spend over the next few years, in order to aid forward planning and budget setting. For example:

- New stage curtains
- Refurbishment of halls floors
- Repairs / improvements to driveway

It was requested that such items are brought to the attention of the Clerk **BY THE END OF THIS MONTH.**

25. Items Members wish to bring to the attention of Committee

- a) Look at increasing the light levels in the Lee Hall
- b) Meeting to discuss Remembrance & armistice days will be held tomorrow (Friday 14th).
Cllr C Asbrey agreed to attend.
- c) Carols around the Christmas Tree will be held on Friday 16 December

Date of Next Meeting - Tuesday, 17 January 2022 - 6.30pm

Signature: Date: