



**Minutes of Stanton under Bardon Parish Council Village Hall Management Committee Parish Council Meeting held on Wednesday 17<sup>th</sup> July 2024 starting at 7:00pm at Stanton Under Bardon Village Hall, St John Cole Crescent, Stanton Under Bardon, LE67 9AE**

**Committee Members Present:** Cllr Alan Ramsay (Chair), Cllr Anthony Johnston (Vice Chair), Cllr Neil Barrett, Amarjit

**In Attendance:** Parish Clerk Joanne Lowe  
member of the public

**PUBLIC PARTICIPATION**

A Member of the public raised an issue regarding the session they attend and that the organiser should be allowed to enter the hall an hour earlier than booked to set up. Cllr Ramsay explained that this is the Committees first meeting and therefore difficult to comment on a particular contract. The Committee will be looking at the Terms and Condition of booking the hall, how it will be managed in future.

*Council Meeting started at 19:16*

VHMC1/24-25	<b>ELECTION OF COMMITTEE CHAIRMAN FOR 2024-2025</b>  One nomination was received for the position of Chairman.  <b>RESOLVED:</b> Cllr Ramsay was elected as Chairman for Stanton under Bardon Village Hall Management Committee for 2024-25.
VHMC2/24-25	<b>ELECTION OF COMMITTEE VICE CHAIRMAN FOR 2024-2025</b>  One nomination was received for the position of Vice Chairman.  <b>RESOLVED:</b> Cllr Johnston was elected as Vice Chairman for Stanton under Bardon Village Hall Management Committee for 2024-25.
VHMC3/24-25	<b>TO RECEIVE APOLOGIES FOR ABSENCE AND TO CONSIDER WHETHER TO APPROVE THE REASONS GIVEN</b>  <b>NOTED:</b> The Committee received no apologies for absence
HMC4/24-25	<b>TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS AND REQUESTS FOR DISPENSATIONS</b>  <b>NOTED:</b> None received

VHMC5/24-25	<p><b>CO-OPTION OF MEMBERS</b></p> <p>One application was received for the position of Committee Member and Amarjit Madar was duly elected as Member of the Village Hall Management Committee.</p>
<p>VHMC6/24-25</p> <p>VHMC7/24-25</p>	<p><b>VILLAGE HALL HIRER TERMS AND CONDITIONS</b></p> <p><b>RESOLVED:</b> The Committee adopted the draft terms and conditions for regular hirers at Stanton under Bardon Village Hall</p> <p>It was agreed to circulate the Terms and Conditions to the regular hirers of the hall and to enter a consultation period before the new Terms come into force from 1<sup>st</sup> January 2025 onwards.</p> <p><b>RESOLVED:</b> The Committee adopted the draft Terms and Conditions for one off hirers at Stanton under Bardon Village Hall.</p> <p>It was agreed that the Terms and Conditions for one off hirers at Stanton under Bardon Village Hall would apply immediately.</p>
<p>VHMC8/24-25</p> <p>VHMC9/24-25</p>	<p><b>VILLAGE HALL HIRE RATES</b></p> <p><b>RESOLVED:</b> From 1<sup>st</sup> January 2025, the Committee agreed to increase the hire rates by £2 for Stanton under Bardon Village Hall that will come into force from 1<sup>st</sup> January 2025 onwards.</p> <p><u>To consider how payments are made to hire Stanton under Bardon Village Hall</u></p> <p><b>RESOLVED:</b> The Committee agreed that all payments for one off hirers would be paid in full during the booking procedure. For regular hirers, payments would be made in advance every month.</p>
VHMC10/24-25	<p><u>To consider the draft risk assessment for Stanton under Bardon Village Hall</u></p> <p><b>RESOLVED:</b> This item was deferred.</p>
VHMC11/24-25	<p><b>VILLAGE HALL CONTRACTS</b></p> <p><u>To note the new arrangement for trade waste services at Stanton under Bardon Village Hall with Hinckley and Bosworth Borough Council.</u></p> <p><b>NOTED:</b> The Committee noted the update.</p>

<p>VHMC12/24-25</p>	<p><u>To note the process of transferring utilities to Stanton under Bardon Parish Council</u></p> <p><b>NOTED:</b> The Committee noted the process and the date of transfer to be 1<sup>st</sup> August 2024.</p> <p><u>To consider the quotation to purchase disposable sanitary bins</u></p>
<p>VHMC13/24-25</p>	<p><b>RESOLVED: The Committee agreed to purchase 12 disposable sanitary bins at a cost of £186.60</b></p> <p><u>To consider the changes to Stanton under Bardon Village Hall insurance policy to include the contents of Stanton under Bardon Village Hall</u></p>
<p>VHMC14/24-25</p>	<p><b>RESOLVED: The Committee agreed to change the village hall insurance policy to include the contents of Stanton under Bardon Village Hall.</b></p>
<p><b>VILLAGE HALL LICENSING</b></p>	
<p>VHMC15/24-25</p>	<p><u>To note the update on the Village Halls' premise licence</u></p> <p><b>NOTED:</b> The Committee noted that the premise licence had been transferred to Stanton under Bardon Parish Council and was now on display at the Village Hall.</p> <p><u>To consider purchasing a PRS music licence for the village hall</u></p>
<p>VHMC16/24-25</p>	<p><b>RESOLVED:</b> The Committee agreed to purchase a PRS music licence for the Village Hall to allow music to be played.</p>

<p>VHMC17/24-25</p>	<p><b>ANY OTHER MATTERS</b></p> <p>To discuss any matters concerning the village hall to be put forward as future agenda items</p> <p><b>NOTED:</b> The Committee noted the following items:</p> <ul style="list-style-type: none"> <li>• A key coded padlock was required for the trade waste bin</li> <li>• A skip was needed for the disposal of damaged items currently being stored in the Storage Room</li> <li>• A budget and financial strategy will be required for the Village Hall</li> <li>• A Marketing Plan and wider research is needed to promote the hall further to prospective clients</li> </ul>
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*Council Meeting finished at 20:37*

Signed by

Chair ..... Date .....

