

All Members of Stanton under Bardon Parish Council Village Hall Management Committee are hereby summoned to attend the Parish Council Committee Meeting on **Monday 24th February 2024** starting at **7:00pm** at the Rear Meeting Room in Stanton under Bardon Village Hall, 2 St John Cole Crescent, Stanton under Bardon, LE67 9AE for the purpose of transacting the business shown below:

**PUBLIC PARTICIPATION**

Members of the public may make representations, give evidence, or answer questions in respect of any matters included on the agenda

1. **APOLOGIES**
	1. To RECEIVE apologies for absence and to consider whether to approve the reasons given
2. **DECLARATIONS OF INTEREST PECUNIARY AND NON-PECUNIARY**
	1. To RECEIVE declarations of pecuniary and non-pecuniary interests and requests for dispensations in respect of items on the agenda
3. **PREVIOUS MINUTES**
	1. To CONSIDER the adoption of draft minutes from Village Hall Management Committee Meeting held on 18th December 2024
4. **CO-OPTION OF MEMBERS**
	1. To receive applications and election of member(s) to Stanton under Bardon Village Hall Management Committee
5. **VILLAGE HALL POLICIES**
	1. To CONSIDER adopting the draft fire emergency plan for Stanton under Bardon Village Hall
	2. To CONSIDER adopting the draft fire safety policy for Stanton under Bardon Village Hall
	3. To CONSIDER adopting the draft fire evacuation plan for Stanton under Bardon Village Hall
	4. To NOTE the findings of the Fire Risk Assessment for Stanton under Bardon Village Hall
	5. To CONSIDER nominations for the CCTV lead for Stanton under Bardon Village Hall Management Committee in accordance with the CCTV Policy
6. **COMMUNITY EVENTS AND PROJECTS**
	1. To DISCUSS and CONSIDER upcoming events and projects to be delivered at Stanton under Bardon Village Hall
7. **RATES AND CHARGES**
	1. To CONSIDER offering a discounted rate to hirers who use both the meeting room and main hall together for their event
	2. To DISCUSS and CONSIDER offering a day rate to hirers wishing to use the hall exclusively for a full day
	3. To DISCUSS and CONSIDER whether to offer free sessions to any new start up groups
	4. To DISCUSS and CONSIDER the terms under which the stackable staging in the Village Hall is offered to hirers
	5. To NOTE an update on the Community Cinema project, including the exclusion of film licensing costs from the PCIF grant.
8. **VILLAGE HALL UPGRADES**
	1. To CONSIDER retrospectively the purchase of a reusable events banner at a cost of £33 + VAT
	2. To CONSIDER quotes for the purchase of 10 x 6 foot circular banqueting tables in the Main Hall
	3. To CONSIDER the quote from Viking for the purchase of a whiteboard in the rear meeting room at a cost of £114 + VAT
	4. To CONSIDER quotes for the purchase and installation of new flooring in the rear meeting room
	5. To CONSIDER quotes for the purchase and installation of a wall mounted TV, connectivity and a HD camera in the rear meeting room
	6. To CONSIDER quotes for the purchase and installation of a new conference table in the rear meeting room
	7. To CONSIDER a quote to redecorate the rear meeting room
	8. To CONSIDER an application to the Bardon Hill Community Grant to cover 50% of the refurbishment costs for the meeting room.
	9. To CONSIDER selling the clothes rail and the CPR dummy
	10. To CONSIDER setting up a separate website for the Village Hall at a cost of £40 per year.
	11. To DISCUSS and CONSIDER upgrading the central heating system to a system that can be controlled remotely

Signed:  Dated: 19th February 2025

Stanton under Bardon Parish Clerk, Stanton under Bardon Village Hall, 2 St John Cole Crescent, Stanton under Bardon, LE67 9AE