**BADINGHAM PARISH COUNCIL**

**DRAFT - MINUTES OF EXTRA-ORDINARY**

**PARISH COUNCIL MEETING**

**Held on Wednesday June 9th 2021 at 7.30pm**

**Bruisyard Village Hall**

Reports from District & County Councillors, and questions from members of public: -

Duration time maximum 20 minutes - 3 minutes per person.

Meeting opened 7.45pm

**1 PRESENT APOLOGIES**

 Cllr S Osborne –Chair

 Cllr R Welham

 Cllr S Frost

 Cllr D Horrocks

 Mrs Sue Piggott – Clerk

 **2 DECLARATION OF INTERESTS**

Cllr Osborne – Chair Village Hall Committee

**3 MINUTES OF MEETING TO APPROVE- ~~22.4.21 &~~ 5.5.21**

Council members agreed the Minutes for 5th May 2021

**4 MATTERS TO REPORT FROM ACTIONS OF LAST MEETING**

 The Clerk for matters concerning the Grant of Works the Clerk received the result of the application to the ESC Hidden Needs fund for £10,000 the result is that the application was unsuccessful. This leaves £2,500 from ESC Dist Cllr Enabling fund and a further 4,500 from PC CIL monies, this totals 7,000, however ESC Enabling will not release this money until they are informed as to where the remainder for the total of the 3 toilet refurbishment will come from, ESC appears to expect this to come from the Covid grants forwarded to the Village Hall.

 The Clerk submitted the year end documents to the Internal Auditor for Internal Audit, the Clerk has been sent the final Internal report it is uploaded on the website and distributed to Councillors

.**5 FINANCE –** To Approve Financial Statement

 Council members agreed the Financial Statement.

.

**6 TO RECEIVE RESIGNATION OF CHAIR**

The Chair notified council members that her resignation date would be Friday 25th June 2021

**7 VILLAGE HALL –**–Updates

**7.1** **Future of Village Hall and consider PC rep/s for the VHMC**

 The Charity Commission makes allowances for when a committee folds and gives options when this happens and results in the charity closing,:

* a merger with another charity
* The original purpose has been met and is no longer relevant
* losing funds or funding
* lack of members to form a committee

 If a committee cannot be formed, the Parish Council could become the sole trustee and could form a subcommittee /but must run the village hall in separate meetings or the village hall charity could merge with the BCC.  These options are being followed in Suffolk where lack of members / same people running everything is happening elsewhere.

 An executive trustee committee can be formed in conjunction with a user group committee the latter unlike the executive trustee committee has no voting rights.

 Cllr Horrocks put forward his nomination to replace Cllr Osborne on the VHMC, Council members agreed to Cllr Horrocks taking the position of PC representative on the VHMC as Chair.

**7.2** **Update report on funding, and PC Grant of Works and appointment of works**

 The Chair confirmed that the third ESC business grant had been received by the VHMC for the sum of £8,000.

**7.3** **Fire Safety requirements** – A survey is needed.

**7.4** **Banking -** All banking paperwork has been collected and is being held by the Parish Clerk to hand over to the new VHMC membership.

**7.5** **Insurance -building works notification-** The Insurers have been notified that the VH is closed and subject to building works

**7.6** **Caretaker attendance-** The caretaker attends the hall on a weekly and retainer basis.

**7.7** **Access availability/Key holders-** All those with keys and access to the hall is unknown.

 It was confirmed that there are enough funds to allow for a £12,000 running costs reserve for two years and to cover the costs of installing the Men’s, Ladies and Disabled toilets, Fire Survey, Boiler Service, Lighting system for the hall and a New entrance door to ensure and control of keys and access. The Parish Council grant of works funds can only cover the Disabled Toilet, the other toilets and works to be funded from VH funds. Council members agreed that Duncan & Sons should now be instructed to be complete these items. **SP**

 Fire Survey report was high priority to confirm the cost implications that may result to ensure the funds covered the required works as listed.

 The details of the spec of works and materials for the toilets was raised, the Clerk will distribute the details and quotes that formed the basis for the funds required and the funding applications that were made. **SP**

**8 PLANNING APPLICATIONS – Any Updates -DEFERRED**

Mill Road Housing- ESC determination -Approval

**9** **STAFF MATTERS**

 ***To agree Confidential Session – Members of public requested to leave.***

Council members agreed to advertise the Clerk vacancy with SALC and PC website and notify OPUS (SCC staff agency) that a Locum Clerk was required**. SP**

**10 ITEMS FOR NEXT AGENDA**

**11 DATE OF NEXT MEETING - TBC**

**Meeting closed – 9.40pm**

;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;Chair ;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;Date