

**ASHTON HAYES and HORTON-cum-PEEL**  
**PARISH ROOMS MEETING**  
**Monday 2<sup>nd</sup> December 2019 at 7.00pm**  
**In the Parish Room, West End, Ashton Hayes.**

**MINUTES**

**Present:** J Colville  
P Varey  
I Dossett – Chairperson  
**Clerk:** Trudy Ryall-Harvey

J Lutton  
D Rounthwaite  
G Forgrave - Caretaker

**APOLOGIES** – Apologies were received by B Craven, E Farrall, S Pilott.

**ACCEPTANCE OF MINUTES OF MEETING HELD ON 2<sup>nd</sup> SEPTEMBER 2019**

The minutes were reviewed for accuracy and accepted as a true and correct record of the meeting held on 2<sup>nd</sup> September 2019.

**REPORT ON USAGE, INCOME v EXPECTATION**

It was reported that the Parish Rooms is currently performing against the budget agreed at the beginning of the financial year, however the actual income received in is only just above target due to the additional unbudgeted income received from CWaC due for 2 x elections in May. The meeting discussed that for the 2020-21 budget the expected income should be reduced due to Timebanks reduced predicted usage in the future.

It was agreed that an advert should be placed in Around Ashton reminding residents that the Parish Rooms is available to hire.

The caretaker reported that even though the majority of users appreciated the new boiler, there was still one group who were not happy. It was suggested that the temperature for this group be increased and blankets that were stored in the Parish Rooms for Snow Angels use could also be utilized should they be needed.

**REVIEW OF PRACTICAL WORK**

The work that had been undertaken since the last meeting was reported on, this included:

- Window Replacement – it was reported that the windows had been ordered and made and we were waiting for a date from Mr Parry to install them.
- Wifi – it was reported that this was now installed – however the connection between the Hive and the caretakers mobile phone had dropped twice – P Varey requested that G Forgrave monitor this and report back if it continues.
- Boiler – it was reported that this had been installed.
- PAT Testing – this had been completed apart from the Hoover which would be undertaken at the same time as the Village Hall PAT testing.
- Replacement Tables – it was reported that these had now been purchased.

**REVIEW PRACTICAL WORK FOR APPROVAL**

- Rear Window – it was reported that the replacement rear window was scheduled for 2020-21.
- Rear Damp Course Issue – I Dossett reported upon a problem that has arisen at the back of the Parish Rooms and it was felt that the best course of action was to strip back the

gravel, remove 6" of soil from the back and replace the gravel so that the land at the back of the property was not above the damp course of the property.

- Timer for the lights – on going – several different options had been reported but no definitive solution found as yet.
- Insulation – on-going.
- Damp Course – I Dossett had received three quotes ranging from £11,300 to £5,300+VAT this would include fitting fans to keep the area ventilated. However, the radiators and kitchen would need to be removed beforehand. It was felt that at this time the cost of undertaking this work was prohibitive and should be reviewed again in 2021-22.

## **ACCOUNTS**

- *Cashbook and Outturn Sheet for 2019-20* were brought to the meeting and noted.
- *Reconciliation of YTD Cashbook against Statement* – it was agreed that this would be carried out outside the meeting.
- *Budget Requirements for 2020-21* – the Clerk requested the meetings thoughts on costs to be included in the budget for 2020-21. The Clerk undertook to draft a budget for 2020-21 and circulate.

Meeting closed at 8.15pm

The next meeting takes place on Monday 2<sup>nd</sup> March, 2020 at 7.00pm