

LITTLE BADDOW PARISH COUNCIL

An Extraordinary Meeting of the Parish Council was held in the Memorial Hall on April 11th 2019. The Meeting commenced at 7:00pm. In attendance: -

Cllr Dr N Cooper – Chairman

Cllr Mr K Bonsor
Cllr Mrs M Coates-Jones
Cllr Mr P Irvine

Cllr Mr M Richmond
Cllr Mr R Shepherd
Cllr Mrs BTeal

Mr I Wardle – Clerk

Members of the Public – 0

80/19 APOLOGIES FOR ABSENCE

Cllr Mr J Scott
Cllr Mrs D Ginn
G. Harris - Clerk

81/19 DECLARATIONS OF INTERESTS

None.

82/19 PUBLIC QUESTION TIME

None

83/19 CREATION OF OFFICE SPACE IN THE BERRIDGE ROOM

Plans and quotations for the construction of an office space in the Berridge Room were presented to Council. Council agreed:

- Office floor plan and building of a stud wall partition to create the space
- Installation to be completed in 2 to 3 weeks – confirmed by quotation received
- Stud wall partition to be constructed by Kevin Evans, existing Handyman
- Expenditure of £800 was proposed by PI and seconded by BT and approved by Council

It was proposed that some electrical work was required as a result of the office construction to update existing lighting. An expenditure of £200 was approved by Council under the 'Renewals/Repairs' heading to complete required work. Quotations for the work were reviewed and Unitronics agreed as contractor for the work.

It was noted that some Hall Users may request greater privacy when using the Berridge Room and the Clerk advised that this could be accommodated by vacating the office given adequate prior notice.

The construction of the office was discussed at the last Hall Management Group meeting and it was agreed that NC would write to all Hall Users to advise of the small change in layout for the Berridge Room. **NC**

84/19 INFORMATION ITEMS

Council was advised of the following items:

- Depth marker at Paper Mill Lock to be re-sited - **KB**
- Hall Management Group meeting feedback – it was noted that the Dishwasher and Water Softener required regular maintenance. A monthly Water Softener Regeneration procedure needs to be added to the Handyman's list of tasks – **NC/BT**

- Future Council Meeting agenda's will not have Correspondence and Information Item points – Councillors should advise the Chairman or Clerk of points they want to raise at meetings in time for inclusion in the formal agenda. - **PI/IW**
- A grant is available from the EALC for improving Village Halls. It was noted that Council should submit a request to cover: Hand dryers for toilets; Trolley to move heavy furniture items in the Hall and the installation of Wi-fi in the Hall. Further suggestions welcome and final submission to be made in May with deadline of 31st May 2019 - **PI**

Peter Irvine in closing thanked Nic Cooper, Bob Shepherd and Martyn Richmond for their service to the Council following their decision to not seek re-election at the forthcoming elections.

85/19 DATE OF NEXT MEETING

The next Parish Council Meeting will take place on **Monday 13th May, 2019** commencing at 7:30pm

The meeting closed at 7:35pm.

Chairman
April 11th, 2019