

# Coddenham

## Parish Council



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### Minutes of the Coddenham Parish Council Community and Sports Hall Management Committee Meeting held on Wednesday 6<sup>th</sup> January 2016

**Present:** Deborah Mc Donnell (DM) (Chair & Minutes), Cllr Donald Burton (DB), Cllr Jane Soanes (JS), Cllr Richard Budden (RB), Madge Pelling (MP) Tony Wall, John Peacock, Tessa Dibble, Joel Windsor

**1. Apologies** – Isabel Burgess.

**2. Declarations of interest** – Members of user groups – D McDonnell (Tennis Club), J. Soanes (Badminton Club)

**3.** To confirm the minutes of the meeting held on 30<sup>th</sup> September 2015 - point 11 – altered to **proposed** contributions from Day Foundation. Proposed JS seconded MP.

**4.** Reports from user groups – Football Club – hope to create a reserve team next season. Request for advertising boards – PC had discussed at last meeting and had not given permission for advertising boards. Joel gave further details of their proposal. The Club would need to fence off pitch for club matches if they reach higher divisions. Football Club to provide photos of what would be required. The Committee recommends that this matter be discussed again at a forthcoming Parish Council meeting.

New nets require posts 3M behind nets – to be discussed at PC. **ACTION** - DM to instruct DL to add to agenda.

Next home match on 16<sup>th</sup> January – **ACTION** - DM to ask DL to instruct contractor to cut grass before this fixture.

**5.** Action points from meeting on 30<sup>th</sup> September 2015..

RB – price for reprinting labels - £80 + VAT – committee agreed to order labels. **ACTION** - RB to order.

**ACTION** - RB to ask IB to ask Sophie to pass on details of each month's income to himself as well as DL.

**6.** Finance report – Reports provided and noted.

Free use of the tennis courts was discussed but it was felt that any income from play was preferable to none and children can play for free.

Has the water boiler been serviced? **ACTION** – DL to check records and arrange if necessary.

Budget -5% increase on all hire rates proposed by DM seconded by RB

Members of the public raised questions about the funding of the facilities in relation to the precept. Explanation of how the facilities are run were given by the committee.

Cost of gas cylinders has been omitted on expenditure reports. In future to be included on expenditure sheet so that use can be monitored. **ACTION** DL

A budget for 2016-17 Community Centre income and revenue expenditure was prepared and a subsidy of £1724 is required from the Parish Council. **ACTION** – RB with input from DB to write an explanatory report of hall finances for next PC newsletter

**7.** Building issues.

Tennis court – PC to look at quotes for resurfacing.

RB & DM to carry out visual inspection **ACTION** – arrange date.

Hall heating – only reaching 20 degrees – **ACTION** - RB to change thermostat

**8.** Beauty Spot Car Parking – agreed that letter should be sent – RB seconded JS. **ACTION** DB/DM to instruct DL to send.

**9.** Tennis court fees – dealt with under item 6.

**10.** Report from the Booking Clerk – none received it was felt a report would be useful in future. **ACTION** DM to look at a report format with IB for Sophie to send to future meetings.

**11.** Reports from committee members and agenda items for next meeting

Committee members are very pleased with the work of the temporary cleaner - Charmaine Hall. PC will have to advertise the job.

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11(cont) RB - website presentation – all agreed to the content – thanks to RB for his work on this project.  
MP thanked to DM & JS for organising the Christmas carol production which was very successful – raising £226 profit for the hall. It was felt that money raised by committee members should be earmarked for specific projects with half going to charity.

Outdoor Working party – 27<sup>th</sup> February – 9.30 – 12. **ACTION** – DM to advertise in 6VN

**Items for next meeting - Tennis club agreement, Day Foundation offer of funding.**

**12. Date of next meeting – 29<sup>th</sup> February**

The Chair closed the meeting at 9.55 pm