

COGENHOE & WHISTON PARISH COUNCIL

Clerk: Deborah Rush
07512 045418

Email; clerk@cogenhoeandwhiston-pc.gov.uk

www.cogenhoeandwhiston-pc.gov.uk

To members of the Village Hall Committee

You are hereby summoned to attend the **Meeting** of Cogenhoe & Whiston Parish Council-**Village Hall Committee** to be held on **Wednesday 21st July 2021, 7.30pm at Cogenhoe & Whiston Village hall, York Avenue, Cogenhoe, NN7 1NB** for the purpose of transacting the following business;

Members of the public and press are invited to address the Council at its Open Forum from 7.30 – 7.45pm.

Attendees are reminded that in accordance with the Openness of Local Government Bodies Regulations 2014, this meeting may be recorded.

A G E N D A

19.21	Open forum
20.21	To receive and accept apologies for absence.
21.21	To receive any declarations of disclosable pecuniary or non-statutory disclosable interests for items on the agenda.
22.21	To sign the minutes of the meeting held on 2nd June 2021
23.21	Matters arising from previous minutes (for information only) -Update on trees (TD).

24.21

Finances**Income**

25.5.21		Northants Dog Training	Hirers fees	£42.00
27.5.21		From PC C/A	building project precept	£5,000.00
27.5.21		Cogenhoe Pre-School	Hirers fees	£720.00
28.5.21		Cogenhoe CC	50% turf	£937.50
1.6.21		Table tennis	hire fees	£16.00
8.6.21		WNC	hire fee elections	£187.00
11.6.21		Mature Movers	hire fee	£65.50
14.6.21		private hire	hire fee	£16.00
14.6.21		Donation	goal posts	£40.00
14.6.21		TFR PC	Refund VAT 20/21	£1,147.62
15.6.21		R Pannah	Deposit	£50.00
21.6.21		A Hearn	Wicket hire	£50.00
22.6.21		A Botterill	chair & table hire	£25.00
24.6.21		Cogenhoe Pre-School	hire fees	£900.00
28.6.21		A Hearn	Wicket hire balance	£30.00
29.6.21		S Pagano	Deposit	£50.00
1.7.21		Table tennis	hire fee	£40.00
5.7.21		private hire	hire fee	£11.00
5.7.21		V patel	Deposit	£50.00
7.7.21		K Lynch	hire fees	£163.75

Expenditure

Village Hall	Date	Chq No	Payee	Details	Amount	VAT	Payable under power
	27.5.21	419209983	JS Landscapes	Turf	£1,875.00		Localism Act 2011 ss1-8
	1.6.21	475807406	TFR	D Rush	£1,865.95	£310.99	Localism Act 2011 ss1-8
	1.6.21	DDR		BT	£12.00		Localism Act 2011 ss1-8
	7.6.21			Phoenix Fire	£129.00	£21.50	Localism Act 2011 ss1-8
	12.6.21	DDR		D-Energi	£734.51		Localism Act 2011 ss1-8
	12.6.21	268479054		G P Knight	£46.67		Localism Act 2011 ss1-8
	16.6.21	799864056		RJ Installations	£13,205.00		Localism Act 2011 ss1-8
	25.6.21			Wages	£401.45		Localism Act 2011 ss1-8
	25.6.21		TFR	PC	£107.33		Localism Act 2011 ss1-8
	28.6.21	DDR		Everflow	£103.68		Localism Act 2011 ss1-8
	29.6.21	145381424		R Pannah	£50.00		Localism Act 2011 ss1-8
	5.7.21	894149488		Task It group	£96.00	£16.00	Localism Act 2011 ss1-8
	7.7.21	53936850		M Adams	£414.50		Localism Act 2011 ss1-8
	8.7.21	643633190		G P Knight	£39.17		Localism Act 2011 ss1-8
	21.7.21			D Rush	£73.79		Localism Act 2011 ss1-8
				Credit card	£166.29		
					£58.96		
					£107.33		
				Locks & signs	£61.72	£9.79	
				Noticeboard	£30.31	£5.05	
				Soap dispensers	£21.98	£3.66	
				Key chains	£52.28	£8.72	
					£166.29	£27.22	

The balance in the current account stands at £7,344.27 when all invoices have been paid.

Balance in Business premium account £13,624.20

Bank reconciliation

To **approve** bank reconciliation (checked by Parish Council internal control councillor) (Appendix 1)

Spending against budget

To **review** spending against budget end Q1, 30.6.21 (Appendix 2)

-Restart Grant Strand 2 - Additional Restrictions Grant Top Up applied for £1500. (Received 12.7.21).

25.21	<p>Cricket Wicket</p> <ul style="list-style-type: none"> -Review meeting held 19.7.21, feedback from meeting. -Wicket hired to casual user 27.6.21 (£80 fee). -Play surface insurance cover increased to £27,500 at cost additional of £8.53 -CC agreed to contribute £50 towards additional water cost (watering turf). -Match 15.7.21 cancelled, rearranged for 26.7.21
26.21	<p>Update village hall re-development project</p> <ul style="list-style-type: none"> -RJ Installations now finished, final snagging list completed (although marks on floor reported). -To consider purchasing replacement cooker at cost of £200 -Current spend £28,800 (against budget of £30k)
27.21	<p>Play Area / playing field</p> <ul style="list-style-type: none"> -To receive quote for fencing -Knocking on roundabout reported to Kompan -Annual safety inspection booked for September 2021. -Email from resident re path under poplar trees -Pitch remarked by Pitch Markers
28.21	<p>Hall – other issues</p> <ul style="list-style-type: none"> -To consider installing WiFi at cost of £20 per month Plusnet quote £22.99 per month (12 months). -Rubbish – should we have a commercial contract, 240 litre bin £7.25 per lift through WNC (Café also looking into options). -Cleaning – advert placed with Indeed -To consider long term development plan for the hall / playing fields. -To consider carbon footprint of hall -Charitable status cancelled & advised to WNC, small business rates relief applied for. -Memorial clock update. -Email from resident re repainting the cladding before clock is installed.
29.21	<p>Community café facility</p> <ul style="list-style-type: none"> -Full council approved max spend of £12k at meeting on 17.5.21 -Café to open on 6th August 2021 and will be called The Mud Kitchen café -Paint to refresh York Room authorised approx. cost £100. -Service level Agreement drawn up & signed

30.21	Bookings New bookings 5 th Birthday party main hall 24.7.21 10am-3pm Memorial event both halls 1.8.21 12pm-6pm Xmas party 3.1.22 both halls 12.30pm-5.30pm Party cancelled & deposit refunded due to restrictions not being lifted. Tumble Tots - request for reimbursement of lost income (£300) due to hall not being usable?
31.21	To review hire fees
32.21	Correspondence received -Listed elsewhere
33.21	Correspondence issued None
34.21	Information for the Chairman (no legal decision can be made on this information)
35.21	Meeting closed & Date of next meeting Wednesday 15 th September 2021

Deborah Rush

Deborah Rush
Parish Clerk 15.7.21

Appendix 1

Cogenhoe & Whiston PC	8.7.21		
Bank Reconciliation	Village Hall		
Total receipts			£43,289.37
less			
Total payments			£70,583.57
Plus opening balances			£48,336.46
			£21,042.26
Bank accounts			
Current AC			£7,254.31
plus			
Business Prem AC			£13,624.20
			£20,878.51
Plus credits not yet showing			£163.75
Less unrepresented cheques			
			£21,042.26

Appendix 2

Village hall budget 2021/22				
	2021	End Q1	%against	
Income			budget	
Pre-school & tumble tots	£7,000.00	£2,820.00	40.29%	
Dog classes	£4,450.00	£282.00	6.34%	
Field hire	£320.00	£80.00	25.00%	
Cricket club	£2,000.00	£1,000.00	50.00%	
Regular bookings	£2,500.00	£81.50	3.26%	
Casual bookings	£1,000.00	£244.00	24.40%	
Cinema	£500.00		0.00%	
	£17,770.00	£4,507.50	25.37%	
Expenditure				
Cleaning	£3,590.00			
Insurance	£1,475.00	£1,475.00	100.00%	Annual cost
Electricity	£3,500.00	£1,820.12	52.00%	New contract still settling
Water	£310.00	£152.50	49.19%	Higher due to turf watering
Telephone	£62.00	£24.00	38.71%	Domestic contract
Cinema	£690.00		0.00%	
Staff	£3,810.00	£1,090.85	28.63%	Includes grass
General maintenance	£2,000.00	£918.98	45.95%	£525 fire alarm
Grass cutting	£500.00		0.00%	
	£15,937.00	£5,481.45	34.39%	