

HORDEN PARISH COUNCIL
Social Welfare Centre Sub-Committee
Minutes of Special Meeting held 26th February 2009

Present: Councillor M Clark (Chairman).
 Councillors W Hill, T Jones and M Robinson

Staff: P Davison Clerk, G Crute Assistant Clerk, J Rudkin SWC Supervisor.

Also Present:

SWC 08/09 076 **Apologies for Absence.**
 G Jones, D Maddison and J White

SWC 08/09 077 **Events Management Team**

Members gave consideration to the notes of the Events Management Team Meeting held 10th February 2009

- a) Wedding Exhibition – The Assistant Clerk updated Members on progress with the Wedding Exhibition. In particular the advertising with the Hartlepool Mail and Peterlee Star which Councillor T Jones had negotiated at a cost of £430.
RECOMMENDED that the advertising as detailed be APPROVED.
- b) Christmas Craft Fair – The Assistant Clerk advised she was waiting confirmation from Quintet Promotions as to the date of the event which she expected to have next week. In order to provide food for this event staff would need to have a Basic Food Hygiene Certificate which could be provided free of charge.
RECOMMENDED that the information given, be NOTED and staff be authorised to attend a Basic Good Hygiene Course.
- c) Christmas Spectacular – Councillor Robinson advised Members that Mister Sister had been provisionally booked for 12th December 2009 and had requested free use of the hall in lieu of payment for the hall, with a contribution of £17.50 towards advertising and a late licence till 11.30 pm. She also advised that they would be willing to put another show on 27th June on the same terms as the Christmas Spectacular.
RECOMMENDED that both events be booked for 12th December and 27th June 2009 respectively with free use of the hall, a contribution of £17.50 towards advertising and a late licence till 11.30 pm.
- d) Youth Music Club – Councillor T Jones advised on a venture he was undertaking to engage with youths aged between 11-15 and requested free use of the Social Welfare Centre once a fortnight on a Thursday between 6 pm and 8 pm together with storage facilities.
RECOMMENDED that approval be given for free use of the SWC and storage facilities, with the condition that equipment and insurance be provided by the organiser.

SWC 08/09 078 **Re-decoration SWC**

The Social Welfare Centre Supervisor advised on the re-decoration of the Parish Council Office and rear stairs to the SWC together with the potential risk at the top of the stairs.

RECOMMENDED that:-

- i) the re-decoration works at a cost of £450 Including labour and materials be AGREED;
- ii) a new carpet at a cost of £150 including fitting for the Parish Council office be AGREED;
- iii) the installation of spindles at the top of the rear stairs at a cost of £165 plus VAT be AGREED.