

**FINAL MINUTES OF THE MEETING OF PENNARD HALL COMMITTEE
HELD ON 8th June 2021 at 7.15pm VIA ZOOM**

Present: Cllr Lynda James LJ (Chair), Cllr Susan Rodaway SER, Cllr Angela M Brunt AMB, Cllr Sally Rogers SR, Cllr Wes Weeks WW, Clerk.

Apologies: Cllr Keith Atkins

Declarations of Interest: None

Questions from the Public (limited to 10 minutes)

1. To discuss amended refurbishment plans

The plans were looked at and discussed suggestion regarding the size of the new toilet and moving the utility area were made. It was agreed that the services of an Architect should be sought, the Clerk was asked to obtain some quotes.

2. To discuss options for external corridor

This was looked at and a few options discussed it was agreed that this was also a task for an architect, although most of the members agreed that a side entrance was preferable to the existing back entrance.

3. To discuss a work plan for internal works ready for tender

Cllr James had put together a work plan which was examined, it was agreed that the contents formed a good base and would be amended by the architect depending on the design.

4. To discuss changes required to be made to existing storage

It was agreed that this would also be a task for the architect

Cllr Rodaway left the meeting at 8.00pm

5. To agree changes to hall fees to offset additional cleaning costs for recommendation to Full Council

This was discussed and it was agreed to recommend to Full Council that the fees remain the same until next April and that users who normally used the small hall would continue to be charged the smaller rate even though they would have to use the large hall, again this was until April 2022.

Proposed by AMB seconded by SR agreed by all

6. To discuss and agree cleaning options and agree recommendation to Full Council

The two options were discussed and it was agreed to recommend to Full Council that the current cleaning contract schedule be amended to include 4 daily cleans and a 2 hour weekly deep clean.

Proposed by LJ seconded by AMB agreed by all

Meeting closed at 8.15pm