



**MINUTES OF THE USER GROUP MEETING HELD ON
MONDAY 22 MAY 2023 AT BARLOW VILLAGE HALL**

PRESENT Councillors Hall (in the Chair), Brougham, Marshall and Taylor

IN ATTENDANCE Emma Smith (Parish Clerk)

No members of the public

UGM/20	APOLOGIES FOR ABSENCE-----	2
UGM/21	GOOD HOUSEKEEPING-----	2
UGM/22	RECREATIONAL/ PLAY AREA DEVELOPMENTS-----	2
UGM/23	NEW PLAY AREA EQUIPMENT-----	2
UGM/24	CHANGES, COMPLAINTS AND NEEDS-----	3
UGM/25	VILLAGE HALL BUILDING WORKS-----	3
UGM/26	DATE OF NEXT MEETING-----	3
UGM/27	ITEMS FOR THE NEXT AGENDA-----	3

UGM/20 APOLOGIES FOR ABSENCE
Cllr Herrmann
Cllr Siddall
Penny Watkin – Barlow C of E Primary School

UGM/21 GOOD HOUSEKEEPING
Councillors received reports that the windows had been left open in the hall previously by regular hall hirers.
Councillors inspected the hall and found a plate with cookies and a used mug left on the bain marie in the kitchen area. Plants are being grown in the kitchen area. Preschool sign board left in front of the fire safety exit door near the disabled toilet.
Councillors during a monthly hall inspection meeting found sandwiches and milk left in the chair store.
The Clerk informed the Council that the drains had to be unblocked twice within the last month due to a build up of wet wipes in the drains. Clerk did speak with Preschool about not flushing these down any of the toilets. Preschool stated they do not use wet wipes in the toilet areas.

RESOLVED Hall hirers are to be reminded that they need to check all windows and doors prior to leaving the building.

Hall hirers to be reminded that other users utilise the hall and it should be left in a clean and tidy state every time they use the hall.

Plants are to be removed from the kitchen area immediately.

Hall hirers to remove and store all their own items prior to leaving the building, Pilates were in after preschool and if there was a need to use the fire exit this could not be easily achieved.

Clerk has turned off the freezer in the kitchen and wedged the door ajar this is not to be used unless a booking specifically wants to use the kitchen area.

Door guards are to be deferred for discussion at the next user group meeting.

UGM/22 RECREATIONAL/ PLAY AREA DEVELOPMENTS
Councillors have received positive feedback regarding the sail in the play area.

RESOLVED noted the sail had been erected prior to the Kings Coronation event.

UGM/23 NEW PLAY AREA EQUIPMENT
Clerk stated that the grant received for the play area had been utilised on a new piece of climbing equipment and see saw. Councillors have received positive feedback from children's parents/guardians utilising the equipment.

RESOLVED noted.

UGM/24 CHANGES, COMPLAINTS AND NEEDS
No users were in attendance at the meeting. Councillors had nothing further to add.

UGM/25 VILLAGE HALL BUILDING WORKS
All hall hirers need to be aware that building works will commence in 2024 and a period of shut down of the hall will be required. The Council will aim to schedule the works to be started during the first week of the 6 week holiday period.
RESOLVED noted.

UGM/26 DATE OF NEXT MEETING
RESOLVED approved the next meeting date of 11 September 2023 at 7.30pm

UGM/27 ITEMS FOR THE NEXT AGENDA
No further agenda items noted.

The meeting closed at 8.15pm