

KNEBWORTH PARISH COUNCIL

MINUTES of the Meeting of Amenities Committee held on Wednesday 4th September 2024 at Knebworth Village Hall at 8.15 p.m.

Present: Councillors Colin Stringer, (Chairman), Charlotte Cosson, Alexander Hurwitz, Paul Jobling, Steve Hemmingway.

In attendance: Jodee White (Clerk)

No	Item	Action
1.	Apologies No apologies for absence were received.	
2.	Declarations of Interest There were no declarations of interest.	
3.	Public Participation None present.	
4.	Minutes The minutes of the Amenities Committee meeting on the 5 June 2024 were resolved as a true and accurate record.	
5.	To receive the flexed budget reports for Village Hall & Recreation Ground The flexed budget reports showing income and expenditure to date compared to budget set was reviewed and main points highlighted by the Clerk. The income budget for the Recreation ground to date is a small shortfall but this is only due to timing of payments from the football club, the expenditure is a slight underspend to date which can be partly accounted for by PAYE and NI payments made after August 2024 and pending pay rise back dated to April 2024, plus slight underspends on Gas & Electricity, tree maintenance and others. The Mechanical repairs and maintenance budget is overspent due to repairs on the groundsman's tractor but otherwise there were no areas of direct concern. The income to date for the Village Hall is on target and the expenditure is overspent by some £10000 but this can be accounted for mostly that the Village Hall lights project has been completed and paid for already, which was a large part of the Village Hall budget. There were no other areas of concern.	
6.	Village Hall Maintenance Update Works as approved previously on the village hall have now all been completed including external Windows, door Frames/Doors, draft excluder's, dance bannisters, external draft excluder. Works on installing a hive system for the heating and hot water in the Village Hall has also been completed and is being used regularly. Works on the village hall lighting has also been completed as previously approved. Additional lighting for the hall stage can be considered at a future date but is an excellent improvement to the hall. We have received a quote for £2725 to re-decorate the committee room, kitchenette, and hall area outside of the kitchen. We have just over £500 of the Village Hall repairs and maintenance budget remaining so this would need to be a virement from another part of the budget to fulfil the quote on budget. A £2000 virement from the St Martin's Road car park budget and £2000 from professional fees both from the Administration budget could be made to allow for both this	

