

## GREAT COXWELL PARISH ROOM

**Minutes of the Great Coxwell Parish Room meeting held in the Parish Reading Room immediately after the Parish Council meeting held on Monday 14th December 2015.**

**PRESENT:** Mrs A. Zinovieff in the chair, Mrs A Burns, Mrs L. Gale, Mr Richard May, RFO Ian Mason and the Clerk in attendance, no parishioners

**1. APOLOGIES - Mr W Selby-Lowndes, C/Cllr Mrs J. Heathcoat and D/Cllr Howell and Ware**

**2. DECLARATION OF INTEREST – none**

**3. Minutes of the Parish Reading Room Meeting held on Monday 14<sup>th</sup> September 2015**

a. These were agreed and signed.

**4. Matters Arising**

**a. Fire Escape**

AB to investigate obtaining £340 from original contractor to cover extra expenditure, IM to supply AB with bill

**b. Bookings**

Reviewed charges

**c. Contacts for Reading Room maintenance/repairs**

Action: - IM to give contact details for gas and electric contactors used for the Reading Room, so their details can be displayed in Reading Room.

**5. Finance**

RRExp25/15	14/11/15 Thames Water	£21.02
RRExp26/15	07/12/15 Mrs D Rounce - cleaning	£30
RRExp27/15	07/12/15 Richard Smith	£340 Fire Escape

**6. Correspondence**

**7. Other Business**

a. LG might have some curtain poles that would be suitable, to replace the broken poles in Reading Room.

**Next Meeting 14th March 2016**

**Distribution: The Trustees and notice board. Parish Clerk – Joanne King- e-mail [pc\\_gtcoxwell@hotmail.co.uk](mailto:pc_gtcoxwell@hotmail.co.uk)**