



Gnosall Parish Council
(Including the wards of Moreton & Knightley)

Minutes of the Grosvenor Centre & Events Committee Meeting
held on 18th June 2025 at 7.30pm in the Parish Office

Present

Cllr Gregory (in the Chair), Cllr Pearson, Cllr Haycock, Cllr Booth, Cllr Parry,
J Marshall Chief Officer

	Open Public Forum
	No members of the public attended
1	To elect and Chair and Vice Chair for the coming year
	One nomination for Chair - Cllr Gregory, proposed by Cllr Pearson, seconded by Cllr Haycock and voted in unanimously.
	One nomination for Vice Chair - Cllr Pearson, proposed by Cllr Haycock, seconded by Cllr Gregory, voted in unanimously.
2	To Receive Apologies and Record Absences
	Apologies received from Jordan Archer of ACP Bars & Events and CSO Michelle Farmer
3	To Record any Declarations of Interest
	Cllr Haycock declared an interest as owner of an events website. Cllr Booth declared an interest as a member of Friends of St. Lawrence Church.
4	To receive and confirm the minutes of the last meeting held on
	The minutes of the last meeting, held on 19 th February 2025, were approved as a true and accurate record and signed by the Chair.
5	To consider any matters arising from the minutes
	No matters arising
6	To review the handover report from Jayne Cooper
	The handover report was reviewed - mostly information and contacts for new Chief Officer. Heating system is managed by Bob Johnson, issue reported on the weekend. Chief Officer has contacted heating specialist to meet with Bob Johnson to resolve.
7	To receive an update on the Conditions of Hire
	Cllr Gregory, CSO Farmer and Jordan Archer have reviewed the Conditions of Hire. Only amendment is date of policy.

8	<p>To discuss the ownership of the Grosvenor Centre in light of the proposed local government reorganisation</p> <p>The Parish Council has been advised by the SPCA to be proactive in protecting any assets owned by the county or borough councils ahead of the proposed local government reorganisation. It is understood that the Grosvenor Centre enjoys 3-way ownership between the Parish Council and Stafford Borough and County Councils.</p> <p>Cllr Booth investigated and produced a report on the current status with the recommendation that the Chief Officer contact the leader of Stafford Borough Council to request the handover of the Grosvenor Centre buildings and site could be handed over to the Parish Council without any restrictions as soon as possible, making clear that since the purchase in 1992, the Parish Council have undertaken considerable works and improvements to the buildings with no support from the Borough or County Councils.</p>
9	<p>To discuss the Christmas Light Event 2025</p> <p>Cllr Pearson advised the committee that St. Lawrence Church had decided to stop holding the Victorian Market earlier in the year. A small group of volunteers offered to take it on and looked to create a Gnosall Christmas Festival that extended across three sites - the Church, the Memorial Hall and the Grosvenor Centre, initial date 6th December.</p> <p>It was felt that it would be advantageous to link this with the Parish Council Christmas Lights Event on the 29th of November rather than have two separate events on two consecutive weekends.</p> <p>Chief Officer would like to expand on the usual offering of the Council event, specifically looking to provide activities that engaged older children and teens and felt a collaboration would work well.</p> <p>A small working group to include Cllr Pearson, Jordan Archer and the Chief Officer to meet to formulate a proposal for the event.</p> <p>Meeting to discuss set for 30th July at 7pm in the Parish Office.</p>
10	<p>To receive a proposal to take part in the Heritage Open Day Festival</p> <p>The Chief Officer presented a proposal to join the nationwide Heritage Open Days Festival in September. This could become an annual Parish event and be expanded year on year.</p> <p>Chief Officer to liaise with the Heritage Society about opening the Lock Up and possibly having a display in the Grosvenor Centre, and St Lawrence Church about the possibility of opening up the church tower. Possible date of 20th September suggested.</p>
11	<p>To agree dates and consider organising open gardens for GFest 2026</p> <p>GFest normally ties in with Fest which is provisionally booked for the 18/19th of July 2026. It was felt July was too late for gardens as often past their best. Agreed to do an Open Gardens GFEST event 6th & 7th June 2026 with the Grosvenor Centre as the hub serving refreshments. Joint collaboration between GFest and BKV.</p> <p>Provisional GFest dates 11th to 19th July 2026.</p>
12	<p>To discuss any maintenance required at the Grosvenor Centre including water boiler, AV cabinet, external lighting, inventory</p> <p>Small boiler has been replaced. Both serviced and working well.</p> <p>AV cabinet - Jordan has this in hand.</p>

	<p>External lighting – Cllr Gregory believes this relates to Christmas lighting and the proposal to extend the lighting along the side of the Grosvenor Centre. Chief Officer to obtain pricing.</p> <p>Inventory – Cllr Gregory and CSO completed an inventory of all kitchen cutlery and crockery. Shortfalls replaced.</p> <p>Small kitchen needs to be replaced, very tired. Also needs a new fridge. Chief Officer to look at costings.</p> <p>Cllr Pearson raised the fact that some of the flood lights appear to on during the day. Chief Officer to liaise with caretaker/handyman to resolve.</p>
13	<p>To receive the Risk Assessments</p> <p>The Risk Assessments have been reviewed and a joint Youth Club/Library Risk Assessment compiled. Identified risks have been addressed. Next inspection August.</p>
14	<p>To receive a report from the Council Support Officer on bookings, income and expenditure and the booking system.</p> <p>The Chief Officer reported that the booking system was working well and that there were a number of regular hirers and irregular hirers making good use of the Grosvenor and Youth Club/Library.</p> <p>The Grosvenor Centre is largely self-sufficient financially.</p>
15	<p>To agree the time and date of the next Meeting</p> <p>Next meeting agreed for 21st October 2025</p>
	<p>Meeting Closed</p> <p>Meeting closed 9.03pm</p>

Signed:

Dated: