



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

Minutes of the Grosvenor Centre & Events Committee Meeting
held on 16th February 2026 at 7.30pm in the Parish Office

Present

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

	Open Public Forum
	No members of the public attended
1	To Receive Apologies and Record Absences
	Apologies received from Jordan Archer
2	To Record any Declarations of Interest
	None given
3	To receive and confirm the notes of the GFEST kick-off meeting held on 13th January 2025
	The minutes of the last meeting, held on 13 th January 2026, were approved as a true and accurate record and signed by the Chair.
4	To consider any matters arising from the minutes
	No matters arising.
5	To discuss any Grosvenor Centre maintenance/management matters
	<ul style="list-style-type: none">• Main Hall redecoration - the Chief Officer obtained three quotes and recommended using IS Ferguson & Son at a cost of £1,757.00. The committee resolved to proceed with the Chief Officers recommendation. This will be presented to full council for ratification in March. Works to be carried out in the 2025/26 financial year.• Divide chair store - to create a secure storeroom for the Council. The Chief Officer obtained three quotes and recommended using Martin Beeseon Joinery & Locksmiths at a cost of £770.90. The committee resolved to accept the Chief Officers recommendation. This will be presented to full council for ratification in March. Works to be carried out early in the 2026/27 financial year. Cllr Booth asked what the status was on t relocation of the Heritage Group's storage cabinet in this area. They had requested that the storage cabinet be relocated to an internal wall to provide a better thermal environment for their archive material. The Chief Officer to contact the Phoenix group about locating it in their store. Cllr Gregory suggested that the cabinet could be clad to provide better insulation.

	<ul style="list-style-type: none"> • AV cabinet - the cabinet and amplifier have been damaged by unknown parties. The cabinet door has been forced off the hinges, and the amplifier has been damaged and will need replacing at an estimated cost of £636.00.
	<p>The Chief Officer to contact hirers to find out if they have any knowledge of this damage.</p> <p>Jordan paid for the last repairs in October 2025; the committee will ask council to pay for the repairs in March.</p> <p>The committee will investigate relocating the sound equipment into the new lockable store in future. Hirers will need to request the equipment as and when required.</p> <ul style="list-style-type: none"> • Fire doors - the Chief Officer to obtain quotes to replace the fire doors in the main hall.
6	<p>To discuss possible events for 2026/27</p> <ul style="list-style-type: none"> • Heritage Open Day Festival takes place between the 11th and 20th September. Following the success of last year's event, the Chief Officer has contacted the Heritage Group, St. Lawrence Church and the Canal Group about taking part on either Saturday the 12th or 19th. • Holiday craft sessions - the Chief Officer will investigate the possibility of hosting free craft sessions for families during the holidays and enquire if youth leader would be happy to be involved. • The possibility of creating a Repair Café was discussed. The Chief Officer to contact the Mans Shed Gnosall, to see if this might be something they could engage in. • Pump Track - the Chief Officer suggested hiring a portable bike track • Staffordshire Day 10th Anniversary - possibly host event on 2nd May to celebrate Staffordshire. Suggestions to be considered next meeting.
7	<p>To discuss allowing bouncy castle in the main hall of the Grosvenor Centre</p> <p>ACP receive several enquiries for children's parties with bouncy castles at the Grosvenor each year. This is currently not allowed as they damage the floor and ceiling.</p> <p>It was agreed to investigate the use of a protective matt on the wooden floor and the maximum possible height permissible to prevent any ceiling damage and to assess the health and safety documentation and bring this to the next meeting.</p>
8	<p>Christmas</p> <ul style="list-style-type: none"> • The Chief Officer advised that the Christmas budget for 2025/26 is underspent by over £1500 and suggested that the council purchase additional festoons for the Grosvenor site, another set of flagpole Christmas tree lights and a larger pre-lit artificial Christmas tree for the Grosvenor Centre be purchased out of this year's budget, rather than 2026/27's budget. Total cost £1185.84. The committee agreed to purchase these additional items. • The Gambling License needs to be renewed but requires a change of signatories. Cllr Pearson and Cllr Parry agreed to stand as signatories for the License.

9	<p>To discuss GFEST</p> <p>Sign-up for the Gnosall Gnome Trail to be advertised. Cllr Booth advised there is still Grant Funding from GFEST 2023 for promotional materials. Chief Officer to obtain quotes pens, erasers, notebooks, water bottles etc.</p>
10	<p>To receive the Risk Assessments</p> <p>It was agreed that the External Areas Risk Assessment would be conducted every 6 months, starting on the 18th of February 2026 along with the Cellar and Workshop Risk Assessments. Chief Officer to confirm the liability of grit spreading at the Grosvenor Centre. Cllr Booth to amend the Risk Assessment. General and Fire Risk Assessments to be carried out quarterly.</p>
11	<p>To receive a report on bookings, income and expenditure and the booking system.</p> <p>Chief Officer gave a brief report on the booking in the Grosvenor. Occupancy rate is up and all invoices paid on time. Income and expenditure report to be presented at next full meeting.</p>
12	<p>To agree the time and date of the next Meeting</p> <p>Next GFEST meeting 23rd April 2026. Next Grosvenor & Events Meeting 20th May 2026.</p>
	<p>Meeting Closed</p> <p>Meeting closed 8.55pm</p>

Signed:

Dated: