Gnosall Parish Council

(Including the wards of Moreton & Knightley)

Minutes of the Grosvenor Centre & Events Committee Meeting held on 5th November 2026 at 7.30pm in the Parish Office

Present

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

	Open Public Forum
	No members of the public attended
1	**To Receive Apologies and Record Absences**
	Apologies received from Cllr Parry, Cllr Jobson, Jordan Archer – ACP Bars
2	**To Record any Declarations of Interest**
	Cllr Gregory declared an interest in the Grosvenor kitchen refurbishment as a regular hirer and Cllr Pearson declared an interest in the Christmas Carnival as BKV will be providing the Santa's Grotto and having a stall.
3	**To receive and confirm the minutes of the meeting held on the 20th May 2026**
	The minutes were approved as a true and accurate record and signed by the Chair.
4	**To consider any matters arising from the minutes**
	The Chief Officer advised that online CCTV training was available at £15/person. It was resolved that the Chief Officer, CSO and Caretaker would undertake the training. Quotes to be sought to extend the bar – Cllr Simkin to provide contact details. The Chief Officer advised that licensing the Grosvenor Centre would require the Council to register for VAT. Cost benefit analysis to be carried out.
5	**To receive the Risk Assessments**
	The General Risk Assessment, Fire Risk Assessment and Parish Office Risk Assessment will be scheduled in January. Youth Club and Library was conducted in October. Outdoor areas to be conducted in November, date tbc.
6	**Replacement of the small kitchen boiler**
	The committee resolved to replace the broken boiler in the kitchen under Financial Regulation 5.18. The boiler will be replaced by a smaller boiler in the small kitchen and another in the large kitchen, which is currently fed from the small kitchen. The works to be completed as soon as practicable.

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7	**To discuss budgetary requirements for 2027/28**
	• Repainting black railings – budget of £1200 • Small kitchen refurbishment - £5000 to replace all units, flooring and fridge • Replacement of fire exit doors in main hall - £7500, additional quotes to be sought • Ladies' toilet refurbishment – countertop to be replaced.
8	**Finalise Christmas Carnival 2026**

	• Events/Format
	  o Format to remain the same as last year, with craft fayre at church.
	  o Real Christmas trees to be ordered for Moreton and Knightley.
	  o Trees and lights going up around the village.
	  o Car park will be closed all day Saturday 28th November – sign to go up in advance.
	  o Piano to be relocated prior to event.
	  o Santa's Grotto bookings to go live a week before event.
	• Job sheet
	  o Job list created and partially populated. Councillors to be asked to help at Full Council meeting.
	• Letters to businesses and residents – all delivered
	• Raffle prizes & tickets
	  o Raffle tickets – 1500 to be ordered (books of 5)
	  o Raffle prizes to be collected
	  o Tickets to be sold in advance by councillors and local businesses

8	**To agree the time and date of the next Meeting**
	January 2027, date tbc
	Meeting Closed
	Meeting closed 8.48pm

Signed: ……..

Dated: ……

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