

Report No.3

Report to Policy and Resources Committee 7th June 2017

Purchase of marquee

1. Purpose of the report

- 1.1 To request the committee to consider purchasing a marquee for use by the Town Council at external events.

2. Background

- 2.1 The Town Council is regularly represented at the Womad festival and previously a suitable marquee has been obtained on loan from the Youth Football Club.
- 2.2 There is a nominal charge for the hire but considerable time is spent by our external team in collecting and returning the marquee.
- 2.3 On a previous occasion damage was caused to the marquee and the Town Council was required to pay for and secure the replacement parts.

3. Proposal

- 3.1 Attendance at Womad is now a regular item in the Town Councils schedule of events.
- 3.2 In addition, other Town Council external events have been held in St Aldhelm's Mead and Cloister Gardens.
- 3.3 The purchase of a marquee for use by the Town Council at external events would ensure that a suitable facility was readily available and accessible to our staff.
- 3.4 The marquee previously loaned to the Town Council for use at Womad was considered to be of appropriate size and quality and the Town Clerk has sourced comparable products for between £500 and £600 depending upon size required.

4. Financial implications and risks

- 4.1 The purchase would, at this stage, need to be funded by use of reserves as no specific budget allocation has been included in the approved budget for 2017 2018.

5. Recommendations

- 5.1 Members are requested to determine if the purchase of a marquee should be authorised and the most appropriate size.

Jeff Penfold
Town Clerk
31st May 2017