

Malmesbury Town Council

Minutes of the Town Hall & Facilities Management Committee held in the Town Hall, Malmesbury, on Wednesday 21st May 2014.

Present: Councillors R Budgen (Chair), J Exton, A. Kettlety, G Grant,

Apologies: Councillors S Cox, L Penfold and S Shape

Non Attendance: Nil

Public Questions:

JE requested that a bell be fitted, or a bleeper purchased to alert the caretaker of arrivals.

Action: PR / RB to discuss and implement as soon as possible.

Declarations of Interest: None

Chairman's Announcements:

As this is a newly formed committee the Chair advised members that the final set of minutes for the now defunct Youth & Leisure Committee will need to be put to full Council to be agreed and signed off.

1. Minutes

It was resolved that the minutes of the Town Hall Management meeting of 9th April 2014 be approved and adopted. As not a member of the previous Committee, Cllr Grant did not vote.

1.1 Matters Arising

Matters arising were discussed briefly. Main points were on the agenda.

2. Income and expenditure

The report on the latest income and expenditure for Month 1 was discussed and noted by the Committee.

3. Fire Engine Display

The Chair presented his report on the request to relocate the historic Malmesbury fire engine at the Town Hall.

A proposal was made that the Committee approve the return of the fire engine to a site in the main window of the Tourist Information Centre, subject to successful restoration and a progress review in 6 months.

Proposed: Cllr Grant
Seconded: Cllr Kettlety

The proposal was approved. **Action:** Cllr Budgen to inform the Chair of Athelstan Museum

4. Town Hall Storage

The Committee continued previous discussions on the shortage of storage within the Town Hall now that the Hub was no longer available. The discussion centred on whether the public toilets could be converted.

- One possible option could be to convert the “ladies” side to a refurbished uni-sex toilet and use the other half (gents side) for storage. This option may require listed building consent.
- A second option was to utilise storage space in the Niebull room if it was de-cluttered.

Further discussion was required needed.

Actions: Investigate installing “Vandal Proof” loo and converting ‘gents’ side to storage; initially Pete Roach to obtain quotes for this.

5. Outstanding Hub Actions and future developments

Cllr Kettleby queried whether the Carnival Princess selection could be held in the Hub.

Cllr Exton expressed concern that some groups who wished to use the Hub were being discouraged from using it by the present charging policy.

Cllr Budgen cautioned against setting dangerous precedents, but agreed that the definition for “Community” users should be reviewed and if necessary given a slightly broader interpretation.

Actions: To ask the Hub Working Party to address the issue and develop a solution.

6. Cinema Working Party

Cllr Budgen advised that the composition of the Working Party has already been agreed. Charles Vernon will be asked to nominate a representative from the Cinema Group of volunteers. The Working Party will be conducted under similar TORs to the recent Hub model.

Actions: Cllr Budgen to send TORs to Charles Vernon and arrange the first meeting

7. Bar Area Refurbishment

The Chair tabled report no. 3 prepared by Cllr Cox, on the proposed refurbishment of the Assembly Room. The proposal was supported in principal, but it was agreed that more detailed information, ie plans, design, scope of works and cost, be made available.

Proposed: Cllr Exton

Seconded: Cllr Kettleby

Proposal approved. **Actions:** Cllr Cox to be asked to develop the proposal on his return from extended annual leave.

8. Leisure & Youth Committee – Outstanding Issues

With the demise of the L&Y Committee, the Chair reviewed the last minutes and the outstanding actions and sought clarification of the outstanding issues. This included discussion around:

Newnton Grove:

- Whether there was S106 money available?
- Confirm whether Wiltshire Council owns it? (Balfour Beatty maintain it)

Actions: Cllr Budgen to establish a contact and determine ownership

Cloister Garden:

- Reports of anti-social behaviour and potential closure of gardens
- Plan drafted by Mr Pollard and Cllr Kim Power.
- Proposal to resurrect previous planning application
- Queried whether Section 106 money can be used for the Cloister Gardens?

Action: Cllr Budgen to speak with Cllr Power to understand the present position.

St Aldhelms Mead Toilets:

- James Whittleton has been seeking prices for this work and will provide an update to the Committee.
- Cllr Budgen requested that this information should be supplied to the Committee as soon as possible in order that this outstanding work could be put agreed and got underway.

Action: Cllr Budgen/JW/PR

Filands Play Area:

- There was uncertainty as to whether this work had been done.

Action: Cllr Budgen/JW/PR to establish the position.

The meeting closed at 20:14 hrs. The next meeting has been moved forward to Thursday 26th June