

Malmesbury Town Council

Minutes of the Town Hall and Facilities Committee held in the Town Hall, Malmesbury, on Wednesday 6th July 2016

Present: Councillors G Grant (Chair), F Vandelli, K Wright, ACR Woodcock and CC Doody.

Other Councillors Present: None.

Apologies: Councillors J Exton, L Penfold W Jones and Doody

Public Question Time: There were no public questions.

Declarations of Interest: There were no declarations of interest.

1. Minutes.

Consideration was given to the Minutes of the meeting held on 24th May 2016.

Resolved: that the Minutes of the meeting held on 24th May 2016 be approved and signed as a correct record.

2. Town Hall and Facilities Income and Expenditure

Consideration was given to Report No.1 which outlined income and expenditure relating to the Town Hall and the Council's facilities.

The Committee noted slight variances against Maintenance (code 4118 701) and 4101 701. The clerk advised that these would be resolved as virements are made.

Resolved: to note the Report.

3. Review of New Hire Charges

Consideration was given to report No 2 re: certain anomalies raised by the Town Hall Administrator concerning the new charges.

Principally these concerned prospective long term hirers who, under the new charges:

- Do not qualify for the 25% discount currently enjoyed by incumbent hirers
- Are subject to a 2 hour minimum hire period for weekday hire
- A 4 hour minimum Saturday and Sunday hire

Resolved:

- 1) That the 25% discount could be applied to new long term hirers, with the proviso that they complete an initial 10 week slot at the full rate.
- 2) That the 2 hour minimum hire period be waived as it was not practical for weekday hire, but with the proviso that time is booked by the hour and there be no part hour hire .
- 3) 4 hour minimum at weekends to remain in force, to ensure that caretaker costs are covered.

4. Niebull Room Proposed Dates for Viewing

The Clerk proposed 2nd week in August as an ideal time for viewing

Resolved:

- 1) Councillor viewing to take place on 3rd and 4th August 2016. Room to be made available during daytime and evening.

5. Notice Boards.

The Committee considered a report from the Town Clerk regarding Council notice boards and discussed current provision, condition and sufficiency.

Resolved:

- 1) That condition of Council notice boards be determined and if necessary refurbished or renewed accordingly. P&R to be petitioned to fund if required.
- 2) That existing notice board provision be assessed to determine sufficiency or otherwise.
- 3) That Neighbourhood parishes, Resident's Associations, and commercial enterprises, ie Garden Centre be contacted to explore willingness to display appropriate notices. Funding to be sourced if necessary.

6. Schedule of Council Land / Property

The Committee perused and discussed the schedule of assets identified by the Town Clerk, with a view to identify responsibilities and to arrange dates for Councillor viewing.

Queries included:

- Lease term for Unit 8, Park Rd and usage
- Future for Cloister Gardens and Abbey Garden access
- Filands Play Area – Wiltshire transfer?

Resolved:

- 1) That dates for evening visits to sites be arranged for end of August 2016. Councillors to be accompanied by designated officer.

The meeting closed at 7.36pm.