

EYE TOWN COUNCIL – SUB COMMITTEE MEETING RECORD

Name of Sub-committee	Buildings
Date and start time of meeting	22 nd January 2015 at 19.30 in the Council Main hall
Councillors present	C Byles (CB), J Hudson (JH), M Ford, (MF), M Carr (MC), L Cummins (LC) R Berry (RBe) Roz Barnett (RBa), P Abbot (PA) (ETHIC)
Apologies	None Other: G Horrobin
Members of public present (continue overleaf if necessary)	None
Discussion Points	
<p>The meeting was conducted in accordance with the agenda circulated on 15th January with supporting papers</p> <p>1. Apologies for absence/other</p> <p>As noted above</p> <p>2. Minutes</p> <p>The minutes of the meeting held on 27th November 2014 were reviewed and accepted as a true record A log of action points is attached to the minutes</p> <p>3. Update from ETHIC</p> <p>PA reviewed the floor sanding to the main hall with the group. It was agreed to recommend purchase of a buffer if less than £400. The group thanked PA for the work he had put in on procuring the contractor and the tender.</p> <p>PA to seek a second (or a third if possible) quotation for secondary glazing to compare to the quote from Storm Windows. Action PA</p> <p>CB stated that it will be a requirement to estimate a heating saving from the installation of secondary glazing. RBe to review with RBa Action RBe/RBa</p> <p>4. Update of proposed schedule of maintenance works</p> <p>RBe explained list of proposed/potential maintenance works to the town hall. It was agreed that this would be used as a working list of items so that both ETHIC and the group knew what was being undertaken or planned.</p>	

The newly appointed maintenance contractor was in the process of pricing relevant items and these would be brought back to the group by RBe. **Action RBe**

5. Future use planning

Councillors worked in groups to consider keys topics for developing usage at the town hall. It was agreed the clerk would collate responses and begin to pull together a draft business plan. **Action RBa**

6. Confirmation of items for main Council agenda

To note the record of the meeting held on 22nd January.

To consider purchase of floor buffer up to £400 at no overall town hall maintenance cost increase and vire from existing budget heads

To consider the investment of £1,800 in an application for a wedding license as above (this item is subject to group approval via the minutes)

7. AOB

LC to consider optimum treatment and renovation/other of two lecterns and report back to group

Action LC

RBa informed group that the preliminary visit by the registrar's office to assess the potential of the town hall and a wedding and reception venue was scheduled for 26th January

(Post meeting note this was attended by RBa,MC and RBe and the preliminary view was that the application did stand a good chance of being successful although no outcome could be guaranteed).

RBe informed the group that the condition survey work to be undertaken by NPA would start on 28th January.

Date of next meeting 26th February at 19.30 in the Council Chamber

Distribution of minutes – all present plus GH

Actions for full Council Agenda

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Meeting closed 21.15

Signed:

Return this form to the Town Clerk within one week of meeting date.