

## EYE TOWN COUNCIL – SUB COMMITTEE MEETING RECORD

Name of Sub-committee	Buildings
Date and start time of meeting	30 <sup>th</sup> July 2015 at 19.30 in the main council hall
Councillors present	M Ford (MF) C Byles (CB), M Robins (MR), R Berry (RBe) (Liz Govan (ETHIHC) – end of meeting for introductions)
Apologies	P Abbot (ETHIC), J Hudson, R Barnet, (C Ribchester)
Members of public present	None
<p><b>Discussion Points</b></p> <p>The meeting was conducted in accordance with the agenda circulated on 24<sup>th</sup> July with supporting papers.</p> <p><b>1. Apologies for absence/other</b></p> <p>As noted above</p> <p><b>2. Minutes</b></p> <p>The minutes of the meeting held on 25<sup>th</sup> June 2015 were reviewed and accepted as a true record A log of action points is attached to the minutes.</p> <p><b>3. Update from ETHIC</b></p> <p>RBe attended the ETHIC meeting 14<sup>th</sup> July.</p> <p><b>4. Town hall 'ideas' group</b></p> <p>In response to the email circulation requesting expressions of interest to contribute ideas to take the town hall facilities to the next stage, RBe confirmed that Cllrs Andrew Evitt, Caroline Byles and Mick Robins with Roz Barnet (clerk) and Liz Govan from ETHIC had offered their names. The group felt this was a positive and balanced group and should be given authority to discuss design options for improving the town hall supported by Sarah Hucklesby.</p> <p>Liz Govan had already begun this process</p>	

## **5. Maintenance update**

RBe gave an update of progress and had distributed an appraisal of anticipated final cost to MF and RBa.

The draft condition survey for the town hall produced by MSDC had been reviewed by CB and RBe and returned to MSDC with comments. Subject to MSDC returning the survey it was intended to place this before the September buildings group and then onwards to full Council.

## **6. User update**

There had been no matters reported by users during the building works

MF is to be the contact for the placing of items on the foyer walls including the 490<sup>th</sup> bomb group material etc **Action MF**

The wedding ceremony held earlier in the afternoon had gone well.

## **7. Items referred by clerk**

RBa had proposed that the chair of the buildings group/other with the clerk should seek authority from Council to negotiate with hirers re fees etc. The group agreed with this.

The clerk's referral of a potential booking by a children's rugby club was discussed. The group fully backed the inclusion of children's groups into town hall planning but noted that the 44 slots required by the enquirer on a Saturday could prejudice wedding bookings and other events. RBe to go back to enquirer and see if there was potential for a booking on Saturdays until say Christmas where there are fewer Saturday bookings **Action RBa**

Clerk had also reported an enquiry from SCC for meetings was unsuccessful as the building did not have wifi. The group agreed that this was a necessity in the present age and the clerk would contact Cllr Molesworth about seeking sources  
*(Post meeting note – this has been actioned)*

## **8. Items for main council agenda**

To note the minutes of the meeting held on 30<sup>th</sup> July 2015

To delegate to the chair of the buildings committee or his nominated representative with the clerk the authority to negotiate with hirers around the terms of letting and to agree, for example, introductory offers, discounts in relation to letting fees in appropriate cases and lump sum amounts for bookings that do not fit advertised letting slots

## **9 .AOB**

RBe reported that from the maintenance work the following had been salvaged – 2 hose reels, a hat stand, one lamp standard and a display cabinet. These to be circulated to Council and if no buyer can be found these should be placed in Gaze's auction. **Action RBe/RBa**

MR proposed that a town hall maintenance day be agreed where Council members and others could spend a day tidying up the building and undertaking minor maintenance tasks. This was agreed as a good idea and agreed to be held on 12<sup>th</sup> August (subject to this not interfering with building work). RBe to notify **Action RBe**

Date of next meeting 24<sup>th</sup> September at 19.30 in the Council Chamber  
Distribution of minutes – all present and apologies

Meeting closed 20.40

Signed:

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