

Minutes of the Town Hall Committee held on 28th February 2019 at 7pm at the Town Hall

Persons present: Cllrs Byles (Chair), Evitt, Hudson (Mayor), Smith

1. Apologies for absence received from Cllr Berry
2. The completion of the decoration of the Council chamber was reported
3. Present position of hiring of the Town Hall this financial year was reported. The target figure is £9000 and so far in the eleventh month of the year we have made £8302 which is a very good result bearing in mind the Town Hall was closed for many months while the renovation work was being carried out
4. Security at the Town Hall. An ongoing problem. In the past month the doors to the Town hall by the coffee bar have not been closed properly and the wind blew them open so anyone could have walked in. Further at a jumble sale a hirer arbitrarily with no notice removed three Gopak tables. The Committee agreed we must be vigilant about security and care of our assets in the Townhall. We must concentrate on encouraging hirers to treat the hall with respect.
5. Neighbours concerns about noise and anti-social behaviour caused by events held in the Town Hall. The Chair reported she is emailing one concerned resident regularly to let him know of events in the Town Hall and with the DPS has met hirers before the event starts to go through the conditions attached to the Licence, so they are fully aware of the requirements in both licence and in our Conditions of Hire. She has also spoken to hirers on the phone so they are in absolutely no doubt that if there is trouble, they will not be allowed to hire the Town hall in the future.
6. New hiring charges for the town hall. The Chair reported these will go to Town Council in March.
7. The Caretakers Job Appraisal – the Chair reported this has been completed.
8. The Risk Assessment of the Town Hall – the Chair reported this has been drafted by her and Cllr Berry and passed to the Town Clerk.
9. Wedding planners – the Chair reported that the discussions with wedding planners are ongoing and that the wedding planners are very interested in working with the Town Council. The idea of paying for internet promotion via Instagram and Facebook and twitter was discussed, and Cllr Smith asked whether this could be paid for by results i.e.. No extra bookings then no fee.
10. A wedding fair- this will be progressed by Mrs R Berry, Mrs L Govan and the Mayor. Cllr Smith's wife Mrs Sylvia Smith may be able to give advice.
11. A coat rack for the Town Hall. After a lot of discussion, it was agreed that the Chair would take this up with the caretaker. The concerns centred around how much space it would take up in storage and where and when it would be used. The Chair was authorised to spend £40 on a coat rack if she felt it was desirable after discussions with the caretaker.
12. Any other business. Paint which is no longer usable will be removed from the Town Hall and taken to the dump by the Chair. Cllr Smith reported he has made some low trolleys (tables?) to place the Gopak tables on and store them under the stage.

No resolutions to Town Council. The meeting finished at 8pm.