



# EYE TOWN COUNCIL

## Minutes of Town Hall Committee held at Eye Town Hall at 11am on 25<sup>th</sup> October 2018

Persons present: Cllr Byles (Chair), Gould and Blake plus Mrs Liz Govan coopted member of the Committee.

1. Apologies for absence received from Cllrs Evitt, Berry and Hudson.
2. Update on the finances of the Town Hall refurbishment project – a full report will be received from Cllr Berry later this month.
3. Update on the digital pictures – Mr Reid is working on these but he has two exhibitions to prepare for so unfortunately they will not be ready by 30<sup>th</sup> October
4. Sanding and finishing of the Town Hall floor- Cllrs Byles and Gould reported to the Committee that the contractor had not turned up on time , had left the Town Hall unattended and had not finished off the work correctly. Mrs Gould had contacted the contractor who by email offered to reduce his price to £1000 and the Chair of the Committee and the Town Clerk decided to accept this offer and an email was sent to the contractor to that effect. The Committee will arrange for the work to be completed at a later date.
5. Outstanding items on the toilets – these are all complete except a small patch of flooring needing a repair in the Caretakers cubby hole in the toilets.
6. A sound system for the Town Hall – Cllr Byles reported she had agreed to hire a sound system for the formal opening of the Town Hall and had asked to hire the equipment for a further evening so it can be used at the EGM on Wednesday 1<sup>st</sup> November. If the equipment is satisfactory it is planned it will be purchased by the Town Council.
7. Website for the Town Hall – Cllr Byles reported that she and Mrs Gould had met Tony Callender who confirmed he could make most of the alterations they wanted to the website which will save a great deal of money.
8. Formal opening of the Town Hall. Cllr Gould will purchase canapes for the evening from Marks & Spencer. Cllr Byles and Hudson will make some canapes. Cllr Byles reported she had purchased the alcohol. Cllr Gould suggested all Councillors wear their name tags at the evening and it was agreed all Councillors should be at the TownHall at 6pm onwards. The Town Clerk will provide a poster showing all the funding received. A video of the roof is being prepared by Alistair Govan to be shown to guests. Cllr Byles has arranged to hire glasses from Morrisons and will purchase non alcoholic drinks. Mrs Evitt will be asked to provide table cloths.
9. Future Hiring Charges for the Town Hall The Committee considered this matter in some detail and are moving towards a rate of £10 per hour for non profit making activities and £15 per hour rate for profitmaking activities. Cllr Byles showed the Committee a table prepared by her and and Town Clerk showing the impact of these new rates on the various activities which take place in the Town Hall. For one particular regular hirer it will result in much higher fees and these would have to be increased gently in steps. It was agreed a discretion would be required so that new groups starting up would pay a lower rate for say 6 weeks till they were established. It was also agreed that the definition of profit making activities would include local government and statutory authorities hiring the Town Hall. It was pointed out that some organisations use the hall over a weekend ( Open Gardens) . It

was agreed that in such cases a maximum of 10 hours a day would be charged. Some profit making events which attract over 100 people at a time should possibly be charged more. Finally it was agreed that looking at the table prepared by the Town Clerk and Councillor Byles the sum of £12,000 should be inserted in the draft Budget for 2019-2020 for town hall rental income. These ideas for hiring charges are preparatory and it was agreed contributions to the debate from any Councillors or the Town Clerk would be welcomed.

10. Any other business. The resignation of Mrs June Gould from the Committee was accepted and her excellent contribution to the renovation of the Town Hall was noted. It was agreed the co optees to the Committee will disband for the time being. The next jobs to be done by the Committee are to install the digital pictures, set up a new website, sort out the new hiring charges, and a new brochure. In spring of 2019 new refurbishment projects for the Town Hall can be considered and priced.

No resolutions to Eye Town Council

The meeting finished at 12.30pm.