



EYE TOWN COUNCIL

Minutes for the Town Hall Committee Meeting held at 7:00 pm on Thursday 25th February using Zoom video conferencing.

Present: Cllr O'Mard, Cllr Brandon, Cllr Hudson, Town Clerk Wendy Alcock

1. Apologies for absence

Absent without apologies were Cllr Evitt and Cllr Smith.

2. Declaration of any interests and consideration of Requests for Dispensation. None received.
3. Public questions and community announcements. None present.
4. Approval of the Minutes of the previous meeting held on Thursday 14th January 2021.

Proposed by Cllr O'Mard, Seconded by Cllr Brandon. All in favour.

5. 2021 Wedding's responsible officers required for 23rd April 3rd July and 31st July.

The wedding on the 23rd April has been confirmed. Cllr Brandon to liaise with the wedding party for arrangements in due course.

The wedding on the 3rd July has been rescheduled by the couple to the 18th or 25th June 2022. Please note the dates for your diary.

Clerk to make contact with the bridal party for the wedding scheduled on the 31st July to see if the plans remain the same.

6. Town Hall Logo

Logo 1 as circulated was agreed as the logo to be used on publications.

Proposed by Cllr Brandon. Seconded by Cllr Hudson. All in favour.

7. Wedding Video

Agreed to have two videos one with just a Voice over and one with subtitles.

Proposed by Cllr Brandon, Seconded by Cllr O'Mard. All in favour.

8. Gas and Electricity Contract renewal.

The Clerk explained that we subscribe to Utility Aid which is a National Charity Tender organisation. They have negotiating power to obtain the best rates for our facilities. In order to achieve this the Committee needs to give approval to Utility Aid to act on our behalf. The proposal for gas and electricity are projecting an annual saving of £341.57 and £259.53 respectively.

Propose that the committee accepts these proposals and approve that Utility Aid acts on the Town Council's behalf to procure these services.

Proposed by Cllr O' Mard. Seconded by Cllr Brandon. All in favour.

9. Assistance required with the Town Hall clock.

Cllr Hudson has offered to help and will contact the Caretaker to make arrangements.

10. Maintenance issues – Heater and emergency light in disabled toilet.

The Clerk to pass on to Cllr Berry as the electoral contractor has been contacted regarding this issue previously.

11. Any other business.

11.1 Cllr O'Mard asked if provision would be made in the 2021/22 budget for the Business rates. The Clerk reported that a revised budget would be submitted to F&G for recommendation to Full Council on the 17th March.

11.2 Cllr Branden asked about the Personal Licence training to take over as the Designated Premises supervisor from Cllr Byles. Clerk reported that this would take place in April when the new budget was available.

11.3 The Clerk reported that all was in place for the Town Hall to be a Community Testing Centre providing Lateral Flow Tests to help identify and isolate individuals who have Covid-19 but do not have symptoms.

11.4 The Clerk reported that she had been investigating a new booking system which is being develop by the same company that provides our accounts and cemetery packages. The system provides a dedicated webpage for bookings and integrates to our accounts package to avoid duplications of work. It also offers a link for debit/credit card payments which once set up can be used for all the Council invoicing. The Clerk gave a short demo of the system.

Requests permission to adopt the Scribe Booking once the licence on the existing booking systems licence expires on the 31st May 2021.

Proposed by Cllr O'Mard. Seconded by Cllr Brandon. All in favour.

12. Date of the next meeting at 7:00 pm Thursday 25th March 2021