

EYE TOWN COUNCIL – SUB COMMITTEE MEETING RECORD

Name of Sub-committee	Buildings
Date and start time of meeting	29 th October 2015 in council chamber at 19.30
Councillors present	M Ford (MF) , J Hudson, M Robins (MR), C Byles (CB), C Ribchester (CR), R Berry (RBe)
Apologies	R Barnett, L Govan (ETHIC) (P Abbot) (ETHIC),
Members of public present	None
Discussion Points	
<p>The meeting was conducted in accordance with the agenda circulated on 22nd October 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 1st October 2015 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>The meeting reviewed the development brief. All members are in favour of taking the improvements forward and the question of responsibility between the group and ETHIC needs discussion. RB will attend ETHIC meeting on 10th November (Post meeting note - CB has also offered to attend)</p> <p>The group inspected the new lighting sample to the town hall and discussed the benefits of this and other matters to be taken into consideration. A summary of the comments is attached to these minutes. RBe to take up with ETHIC Action RBe</p> <p>The group supported purchase of the chandelier design which was being handled by L Govan</p> <p>4. Town hall user group update</p> <p>JH summarised progress on brochure information and the draft for the main letting of the building had been circulated. The draft for weddings was needed asap. Action JH/RBa</p>	

It was noted with enthusiasm that another provisional wedding booking had been received and two further enquiries received.

5. Maintenance work update.

RBe advised the group about an inspection of cracking in the clock tower

The architect for the major works over the council chamber had inspected the leak in the roof over the first floor WC. He did not feel there were realistic grounds for redress against the contractor as the leak was at the 'join' of the work and the existing building. This needs to be attended to urgently as it was also highlighted in the MSDC survey.

Paul Durrant would be starting the fittings to the main foyer the following week

6. Budget setting

The budget draft circulated was discussed. The group felt the following should be added:

Provision of Wifi

Temporary upgrade to the ground floor WCs pending major works (group felt this was vital to encourage bookings)

CB will investigate position of s106 monies and report back

Action CB

7. Items referred by clerk

No items not covered by agenda

8. Items for main council agenda

To note the minutes of the meeting held on 29th October 2015

To note the publication of promotional literature for hiring the town hall and to promote weddings, wakes and related activity

9 .AOB

Keys to cupboards in chamber discussed and JH will canvass Stephen Harmer for ideas as to how locks can be opened and secured.

Action JH

The meeting wished MR best wishes for his forthcoming absence

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

Distribution of minutes – all present and apologies

Meeting closed 20.50

Signed:

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

