



## EYE TOWN COUNCIL

### Minutes of Town Hall Committee meeting held on Wednesday January 23<sup>rd</sup>, 2019 at Eye Town Hall

Persons present Cllr Hudson (Mayor), Cllrs Byles, Berry, Blake and Evitt – from 7.30pm

1. Apologies for absence -none.
2. The resignation of Cllr Gould was noted, and the sterling work he has done on this Committee was also noted. Cllr Byles informed the Committee she had sent him an email thanking him for all the work he has done on the Committee.
3. Decoration of the Council chamber Cllr Berry reported the decoration of the Council chamber was proceeding well and should be finished by the middle of February. The Committee looked at the work completed in the Council chamber and were very pleased with it.
4. Future works to the Town Hall Cllr Berry reported (1) Paul Durrant has been requested to repair a window where the break in occurred. (2) Pointing on the corbelling of the roof is required which Paul Durrant will do when the weather improves – this will help stop future leaks. (3) Lighting in the Council chamber – a scheme was suggested by Andrew Harper which would be very expensive. Tatum's have suggested a simpler scheme of spotlights round the glass recess in the ceiling plus spotlights in the corners of the Council chamber. A quote is awaited. (4) Cllr Berry has been into the roof of the Council chamber and showed the Committee a sketch which illustrated how the debris over the glass recess in the Council chamber cannot be removed without taking off the roof!! Unanimous agreement that no attempt would be made to remove debris (5) moving the meters in the second foyer would be very expensive and not greatly improve the foyer – it was agreed the second foyer will simply be redecorated and the floor made flat for accessible access.
5. The rug in the Council chamber Cllr Berry reported that S Harmer of English & Continental Antiques had advised that the rug just needed an industrial Hoover and a few repairs and would then be good for the next ten years. This is being organised by Cllr Berry
6. Town Hall Licence and correspondence received from a resident of Eye the correspondence was noted and it was unanimously agreed that all necessary notices and advertisements of events must be set in motion and the DPS and/or his agents must visit the premises and check that events involving alcohol and/or music comply with the Licence conditions. Cllr Byles informed the Committee she was meeting the resident who had emailed the Town Clerk on Thursday.
7. The clock tower Cllr Berry reported the tell tales installed about 6 months ago have not moved and he continues to monitor the situation.
8. Town Hall Hiring Charges Cllr Byles presented a paper on increasing future Town Hall charges from 1<sup>st</sup> April when the renovations will be complete. It was unanimously resolved (A) to increase hiring charges in the Town Hall to £10 per hour for non profit making activities and £15 for profit making activities from 1<sup>st</sup> April 2019 and that these charges will apply to both the Hall and the Council chamber (B) when alcohol

forms part of an event an extra charge of £25 will be made (C) Hire of the kitchen will be £30 plus a deposit of £50 which will be returned upon conclusion of the hire if no items from the kitchen have been broken or disappeared. (D) A day's hire will be charged a maximum of 10 hours. (E) Any hiring going beyond 1030pm will attract an extra charge of £15 for the cost of the caretaker (F) any start up regular hiring's may be given a lower hire rate to help the start up to build up at the discretion of the Town Clerk and Chair of the Town Hall Committee (G) Hiring's by statutory authorities or local authorities will be charged as profit making activities. It was further resolved that in very exceptional circumstances the Town Clerk and the Chair of the Town Hall Committee will have a discretion to vary these rates. It was resolved this will not be advertised on the website.

9. Alterations to the website. The Committee authorised Cllr Byles to make alterations to the Town Hall pages of the Town Council website
10. Wedding planners the Committee authorised Cllrs Byles and Berry to contact wedding planners to see whether any are interested in working in partnership with the Town Council to organise weddings in the Town Hall

#### Resolutions to Eye Town Council

1. To note the Minutes of the Town Hall Committee held on January 23<sup>rd</sup>
2. To resolve that the hiring charges for the Town Hall shall be altered from 1<sup>st</sup> April 2019 as follows
  - A. £15 per hour for profit making activities and £10 per hour for non-profitmaking activities for the Town Hall or the Council chamber
  - B. When alcohol forms part of an activity an extra charge of £25 will be made
  - C. Hire of the kitchen £30 plus a deposit of £50 which will be returned to the hirer upon conclusion of the hire if no items from the kitchen have been broken or disappeared.
  - D. A day's hire will be charged a maximum of 10 hours.
  - E. Any hiring going beyond 10.30pm will attract an extra charge of £15 for the cost of the caretaker
  - F. Hiring's by statutory authorities and local authorities will be charged as profit making activities
  - G. Any start-up regular hiring's may be given a lower hire rate to help the start up to build dup at the discretion of the Town Clerk and Chair of the Town Hall Committee.
3. It was further resolved
  - A. The Town Clerk and Chair of the Town Hall Committee may in very exceptional circumstances use their discretion jointly to vary these hiring rates. This power will not be advertised on the website or in any brochure about Town Hall hiring rates.

The meeting finished at 8.30pm

Caroline Byles

Chair of Town Hall Committee