

Minutes of Town Hall Management and Development Committee meeting and Town Hall Users Group meeting held at 7pm on 4th December 2017 at the Town Hall

Persons present

Cllrs Byles, Cllr Hudson, plus members of the Town Hall Improvement Group – Mr Peter Gould, Mrs June Gould, Mr Paul Abbott and Mr Richard Berry

1. This Town Hall Management and Development Committee meeting was not quorate.
2. The Minutes of the November Town Hall Management and Development Committee were approved.
3. Apologies received from Cllr Evitt and Mrs Liz Govan were noted and accepted.
4. The combined meeting agreed unanimously to request Mr R Berry to obtain prices from Paul Durrant, Mark Joy and Tatum Electrical Ltd to renew and extend the current maintenance contracts they have to care for the Town Hall for a period of two years and to obtain a view from Castons quantity surveyors as to whether the prices offered by the said contractors represented good value for money. It was further agreed to refer this matter to Finance & Governance Committee to make sure the proposal complies with the current Financial Regulations
5. The combined meeting agreed unanimously that the one tender received from Paul Durrant Ltd was not complete and noted that the use of the Public Contracts website and inviting local contractors to submit tenders had not produced any additional tenders.
6. The future of Phase 2 of the works – the accessible wc and the conventional wcs -were considered in detail. After a great deal of discussion it was decided that the way forward was to recommend proceeding with Paul Durrant Ltd using the general maintenance contracts and to discuss with him possibly carrying out drainage work and construction of an accessible wc in January and February 2018 when the Town Hall is generally closed and then to carry out work of renovating the wcs already in the building, not altering the footprint, in July and August which are quiet months regarding hirings. R Berry was requested to discuss these matters with Paul Durrant. Resolutions to go to Town Council.
7. The generosity of Historic England in offering a further £15,000 towards the building costs to cover the cost of welsh slates and the need for further slates needed following the Architects decision to reject all slates taken off the roof because of their poor state. It had previously been thought that possibly 25% of the old slates could be reused.
8. The proposed new colours of the roof – black beams and blue ceiling were noted.
9. The need to continue investigating future marketing of the Town Hall was noted.

exceeding £17,500 (excluding vat and professional fees). Such work to be carried out between 1st January 2018 and 31st March 2018.

5.5 To consider requesting the Town Hall Improvement Group to negotiate but not conclude a contract with Paul Durrant Ltd for the renovation of the existing toilets in the Town Hall maintaining the current layout with the work to be carried out if possible between 1st July 2018 and 31st August 2018. The results of these negotiations to be reported to the Town Council by the Town Hall Management and Development Committee by 1st June 2018.

5.6 To consider whether to upgrade and carry out works of minor rectification to the LED lights in the Town Hall between February and March 2018 (when there is scaffolding in the Town Hall) by Needham Electrical

at a cost not exceeding £3000 plus vat - such costs to be paid from the existing budget allocation for the reroofing and toilets renovation of the Town Hall

5.7 That the council note that the roof of the Town Hall will be painted in Dulux Venetian Crystal Blue