

Malmesbury Town Council

Minutes of the Town Hall and Facilities Committee meeting held in the Town Hall, Malmesbury, on Wednesday 6th November 2019.

Present: Councillors H Wallace, (Vice Chair) J Exton, G Grant, W Jones, C Doody, F Vandelli

In Attendance: Cllrs P Exton, Ritchie

Apologies: Cllr Newman

Declarations of Interest: There were no declarations of interest.

Public Question Time: there were no public questions

18. To receive and adopt the minutes of the Town Hall and Facilities Committee held on the 11th September 2019.

Resolved to adopt the minutes of the Town Hall and Facilities Committee held on the 11th September 2019.

19. To receive budget report for the Town Hall and Facilities.(Report No 1)

The Town Clerk gave an account of the budget position as outlined in Report No 1 and associated the detailed income /expenditure report.

**20. To receive an update report on the Town Hall by the Town Clerk (Report No 2).
The Town clerk reported;**

- The new curtains in the bar have been fitted.

- The Premises Licence and Designated Premises supervisor has been updated to the new the Town Clerk DPS authorised persons training is scheduled for the 8.11.19 with cinema volunteers, and 21.11.19 for selected staff. This can extended to Councillors on a needs led basis by request to the Town Clerk.

- There is now an up to date Asbestos Management Survey for the Town Hall Site, and the asbestos removal has been completed on the toilet block soffits.

- The toilet refurbishment is scheduled to start week beginning 11th November with a target project timescale of four weeks. The opening hours were considered and it was noted that one resident nearby had expressed concern at possible anti-social behaviour in the toilets. It was recognised this was something to monitor, but not assumed, and that the aim is to have extended

opening hours. It was noted that this toilet facility would offer the only disabled public toilet after normal opening hours. It was also recognised that the Christmas period could also present its own considerations.

Resolved to launch the toilet block opening with 'Christmas Opening Hours' of 7-7pm, and to extend the hours after the Christmas period, for the Town Clerk to do a detailed report for the next Full Council meeting on the 26.12.19 on the grant and management requirements or considerations, for further consideration of the matter.

21. To receive an update report on the Parks and Open Spaces by the Town Clerk (Report No 3).

- There is some damage to the new equipment installed at Newton Grove; a protective rubber sleeve on the top of the tower. This has been reported to Sutcliffe Play who have stated they will be sending some replacement material as a good will gesture.
- The Outdoor Gym at St Aldhelms Mead has in the main been installed, there was a supply issue with one item of equipment, and this is scheduled to be installed when supply is confirmed. The overall feedback has been very positive. There has been one complaint by a resident immediately opposite.

22. To consider the installation of chain along the Town Hall wall in Market Lane for the purposes of securing bicycles. (Report No 4)

Resolved for the Town Clerk to contact Wiltshire Council to enquire as to the likelihood of obtaining successful Listed Building Consent, and if advised it is likely, to proceed in submitting an LBC application for the fitting of a chain along the Town Hall as detailed in report no 4.

23. To consider the permanent sighting of up lighting to the Market Cross. (Report No.5)

Options for lighting the Market Cross were considered.

Resolved for the Town clerk to investigate options for utilising or replacing the existing floodlighting to light up the Market Cross and report back to the Committee for consideration.

24. To consider the matter of reducing Single Use Plastics in the Town Hall and council facilities. (report No.6)

The items listed in report No 6 were considered by the Committee for relevance and feasibility. The Committee considered items 3-12 should be acted on where possible and practical.

Resolved for the Town clerk to investigate the items 3-12 as stated in report No.6 and take relevant action where appropriate or able; and to report back to the Committee on progress or those items that may present barriers to implementation.

Resolved to refer the items 1 and 2 'Segregation of Commercial Waste' and 'Segregated litter bins' to Planning and Environment and /or Policy and Resources Committees for consideration.

25. To receive an update from the Town Hall Working Group (THWG).

The matter of promoting the facility of the Town hall to offset the investment in the sound and lighting, as delegated to the THWG, was considered. It was agreed there was a need to progress this matter. Cllr Vandelli raised the matter that there were no clear Terms of Reference (TORs) agreed and in doing so may help move the work along. It was also noted there were only two members committed to the group; Cllr Jones and Vandelli, and that new members may help provide more capacity to do the work.

Resolved to agree the TORs for the THWG and review the membership.

26. To receive an update from the Community Engagement Working Group.

It was noted there have been several enquires by residents to assist with the parks and that an engagement strategy was needed to respond.

Resolved that the Committee request a written report on the progress of the Open Spaces working group at the next Committee meeting.

27. To receive an update regarding Movie @ Malmesbury.

Cllr Wallace report she will be meeting Movies @ Malmesbury on the 8th November and will report back to the Committee at the next meeting.

28. To consider and agree the budget requirements of the Town Hall and Facility Committee for the financial year 2020/21.

Resolved to hold an extra-ordinary single item Committee meeting on the 20th November to allow due time for proper consideration of this matter.

Meeting closed at 8.50pm