

Malmesbury Town Council

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

Present: Councillors G Grant, H Wallace C Ritchie (Vice Chair) P Exton

In Attendance: Cllr J Exton Richard

Apologies: Cllrs W Jones, P Newman (Chair), C Doody, C Burke

Absent:

Declarations of Interest: There were no declarations of interest.

Public Question Time: Mr R.Budgen posed a question re: partition work in front of the cinema projector, behind the stage in the Assembly Room:

- Who approved the design?
- Was the view of DS sought about the need for planning permission?
- Town Clerk to give update re: design and position regarding planning

1. Minutes.

Minutes of the meeting held on Wednesday 13th February 2019 were checked for accuracy.

- Item 2. Confirmed that 4123 service agreements were likely to come in on budget, or thereabouts
- Item 3. Wording changed: *“been the main protagonist”*, to *“has led the project from inception to finish”*
- Item 7. Town Clerk has ordered additional crockery
- Town Clerk to do a report to P&R re: online banking
- Amendment to hire form to be an agenda item for next meeting
- Haze machine: Training required from Haven.

Resolved: that the minutes of 13th February 2019 be approved as a correct record and duly signed.

2. Town Hall and Facilities Income and Expenditure April – August 2018 – Report No 1

- Cllr Grant advised that a grant from Wiltshire Council of 2.5K for the outside toilets has been approved
- Cllr Grant requested that sub codes 1007 and 1181 be removed from income & expenditure report, as it distorts figures

Resolved: to note Report No 1.

3. To consider a report from the Town Clerk on the subject of PPLPRS Music Licence – Report No 2

- Re: 4641: what other licences are secured via this code?
- Re: PRS & PPL –Committee gave thanks to the Town Clerk for his report

Resolved: To seek clarification from the Town Clerk on who pays what! Hirer or provider or both? Requested that Town Clerk seek guidance from other venues, ie Riverside on this issue.

4. To consider a report on the illumination of the Market Cross – Report No 3

- To seek confirmation from Wiltshire Council on para 3.2 of the report
- Re: para 2.4 of the report: can lights be fixed; can the inside of the Market Cross be connected.
- Is permission required to make a permanent installation?
- Deputy Town Clerk to find out more information and report back to TH&F

Resolved: That the committee wishes to pursue the illumination of the Market Cross.
Deputy Town Clerk to advise accordingly

5. To consider a request to use the Cloister Gardens for a demonstration of the longbow – Report No 4

- Risk Assessment to be given to the Town Clerk
- Cllr Grant advised that the committee need to form a view / policy on free of charge hire. He will draft a paper for P&R
- Check agreement with owners of Cloister Gardens
- Incoming Town Clerk to check Cloister Gardens and Birdcage Walk leases
- Similar request made to P&R for St Aldhelm's Fair use of the Town Hall, which is supported in principle by the committee, subject to availability of staff

Resolved: Whilst not wishing to set a precedent re: free hire of facilities, agreed to use of the Cloister Gardens for this event.

6. To consider an update from Play Area Working Group – Report No 5

- Cllr Grant is dealing with the relocation of bins
- Re: Newton Grove play park: decision needed whether to:
 - 1) Replace defective equipment and flooring immediately, at an approximate cost of £25K; or.
 - 2) Determine an overall, comprehensive strategy for all play parks.
- Concern expressed re: location of adult gym. Has this been agreed, if so, seek clarification from Cllr Newman, why decision was made without reference to TH&F committee? Check if there are any planning requirements.
- Cllr Grant advised that Open Spaces Working Group discuss level of S106 monies available.

Resolved: To take report to P&R requesting funding up to £25K for replacement of defective equipment and flooring.

That a Working Group comprising of TH&F chair and vice chair, chair of OSWG and chair of P&R be formed to discuss S106 funding

Town Clerk to clarify status of Reeds Farm and White Lion Park groups, so that a uniformed approach to play parks can be evolved

8. To receive an update from Movies@Malmesbury

- Charles Vernon reported that the new partition screen had made a tremendous difference in terms of sound quality and security
- That the net income for cinema is £66 per show.

Meeting closed at 9.05pm