

Malmesbury Town Council

Minutes of the **Town Hall and Facilities Committee Meeting**
Held in Malmesbury Town Hall on **Wednesday 6th March 2024** at 7pm.

Present: Councillors R Hastings, S D'Arcy, P Exton, S James, L Crawford-Price & R Sanderson

Also present: Claire Mann (Town Clerk)

TH&F/24/12 To receive declarations of interest

None received.

TH&F/24/13 To receive apologies

Apologies received from Cllrs Slade & Grant

TH&F/24/14 Public question time in respect of items included in this agenda

None received.

TH&F/24/15 To approve minutes of the meeting held on the 24th January 2024

The Minutes were approved and signed as a correct record.

TH&F/24/16 To receive Income & Expenditure Report

The report was noted.

TH&F/24/17 To note TH&F project status report

The report was noted. Actions as follows;

- Assembly Room window repairs to be chased up
- Organise replacement of Lintel in OSR Office basement
- Seek quote for electricity supply in the bar store for fridge and freezer from kitchen.
- The Town Clerk and Cllr D'Arcy will progress Town Hall signage
- Cllr D'Arcy will progress back stage re-configuration
- A monthly audit of the website will take place going forwards
- A structural Survey of the Town Hall is to be commissioned
- A proposal is required for the conference facility in the Malting Hall

TH&F/24/18 To consider whether the Rose & Crown should be charged for use of Cuckingstool Mead for charity duck race on Monday 6th May and if applicable, what the charge should be.

Following discussion it was agreed that any event on Cuckingstool Mead will be free to hire provided it is a charity event subject to MTC requirements ie current Public Liability Insurance and a detailed Risk Assessment. This will become a matter of Policy and will be approved at a future P&R meeting.

TH&F/24/19 To consider response from the Pantaloons with reference to their request to share box office sales rather than pay room hire fees.

Members discussed the request and resolved that the Pantaloons would not financially benefit from this arrangement and would therefore be declined.

TH&F/24/20 To consider future of weed control in Malmesbury.

Cllr Sanderson will ask the National Landscapes Board how they approach the issue and will report to a future meeting to determine MTC course of action.

TH&F/24/21 To consider purchase of indoor defibrillator (to be codeless)

It was agreed that a defibrillator will be purchased and its siting will be agreed at the next meeting. Town Hall Hirers will be asked if they would consider making a donation to purchase the defibrillator.

TH&F/24/22 To consider evaluation of accessibility and inclusivity of Malmesbury play parks for disabled children.

Beck Madden of PiPA Play had forwarded a self-assessment form. It was agreed that the Grounds Staff would conduct an assessment at each of the Town Council managed/owned play areas.

TH&F/24/23 To consider free room use for the Athelstan Statue Group.

It was agreed that the group could have the Malting Hall or Hobbes Room for working group meetings free of charge but that any 'event' in future would require additional consideration.

A policy will be determined at a future P&R meeting as requests of this nature are becoming more frequent.

Meeting closed at 8.15pm