

## TOWN HALL & PREMISES COMMITTEE

6<sup>th</sup> March 2018 at 7.14pm

### Minutes

(Please note that all Councillors are now members of the Town Hall & Premises Committee.)

#### 1. APOLOGIES

**CLLR BURROWS AND GOLD**

**PRESENT: CLLRS COAKLEY, DOWDALL (CHAIR), FOX, LONG, MORGAN, D SMITH, M SMITH, TOLMAN, TAGG & WATSON**

**MEMBERS OF THE PUBLIC: 1**

**OFFICER: HELEN DOWDALL (CLERK)**

#### 2. MINUTES

It was proposed by Cllr Coakley seconded by Cllr Tolman and agreed that the minutes of the meeting of 6<sup>th</sup> February 2018 be approved as a correct record of the proceedings.

#### 3. MATTERS ARISING

None.

#### 4. DISCLOSURES OF INTEREST

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

**None.**

#### 5. FINANCE

##### a) Approval of payments

It was proposed by Cllr M Smith seconded by Cllr Tagg and agreed to approve the following payments;

#### Payments for approval 6th March 2018

TH	DD	BTE Services	Sharps box	10.00	2.00	12.00
OS	DD	Allstar	Fuel	176.35	35.27	211.62
TH	DD	SWW	Unit 11	23.04		23.04
TH	DD	SWW	TH	137.04		137.04
FGP	10769	PO Counters	Stamps	224.00		224.00
TH	10770	TV Licensing	TV License	147.00		147.00
OS	10771	East Cornwall Trading	Jigsaw & blades	112.00	22.40	134.40

OS	10772	RPB Motors	Diagnostic test	112.80	22.55	135.35
OS	10773	Sparling Recycling	Waste disposal	145.00	29.00	174.00
TH	10774	SW Locksmiths	Handle set	15.00	3.00	18.00
OS	10775	Travis Perkins	Post Crete	55.52	11.10	66.62
TH	10776	Pridhams	Fridge, lamps, lead	129.13	25.83	154.96
TH	10777	EC Property Care	CC kitchen, water heater	1169.50	233.90	1403.40
TH	10778	SWW	Unit 19	89.21		89.21
				<b>2545.59</b>	<b>385.05</b>	<b>2930.64</b>

**b) Review of debtors** – The Clerk circulated the current debtor schedule, together with the Turnaway Report and Income Comparison for the year. Cllr Fox asked if these could be circulated prior to the meeting. **Noted.**

## TOWN HALL

### 6. FOR INFORMATION – Update on progress with the office refurbishment works in the former pannier market Units 7,8 and 9.

The Chair gave an update on the works completed. We are awaiting sign-off from the electricians for the works in the new office. **Noted.**

Costings on two glass panelled doors had been obtained for the Portreeve's Parlour and Committee Room, leading into the kitchen station.

**Resolved.** It was proposed by Cllr Long seconded by Cllr Fox and agreed unanimously to proceed with the quote.

The kitchen station in the Council Chamber is now complete. **Noted.**

Cllr Watson had raised the query whether additional blue chairs could be purchased. This was not a question of need but about providing the appropriate good experience. At present the main hall is equipped with 120 blue chairs but for theatre style events we advertise a capacity of 180, and the additional seating is providing by the original brown chairs. A discussion then followed on this matter.

**Resolved.** It was proposed by Cllr Watson seconded by Cllr Fox to formulate a plan to achieve the advertised number of **blue** chairs over the next three years. (2 Support, 8 Against and 0 Abstentions).

## PANNIER MARKET

### 7. FOR DECISION – To receive an update on the refurbishments works in Units 13 & 14.

The Chair went through the outstanding items with the electrician and the builder.

A discussion then followed on getting another approved contractor for future electrical works.

Works on the Pannier Market roofing will start on the 12<sup>th</sup> March and letters have been circulated to the tenants. This will become a standard agenda item whilst the project is being completed. The Chair will re-circulate the project plan to the Committee, for information.  
**Noted.**

**8. ANY OTHER URGENT BUSINESS**

None

**Part Two – Commercially Sensitive. It was proposed by Cllr Long seconded by Cllr M Smith and agreed to move to a Closed Session.**

**9. FOR INFORMATION – To receive any updates (if available) on negotiations regarding land in New Road.**

No information available.

**10. FOR DECISION – To discuss the long term aspirations of the Pannier Market.**

Cllr Fox led a lively discussion on the use of this public building and how it should be used.

Cllr Morgan left the meeting.

**11. FOR DECISION – To discuss the long term aspirations of the Town Hall Complex.**

A Working Party consisting of Cllrs Fox, Long, M Smith & Tagg would investigate various proposals and then bring recommendations back to committee for consideration.

A Spring Clean of the stored items in the Town Hall complex would be arranged in the near future.

**There being no further business the meeting was closed at 8.50pm.**