

Malmesbury Town Council

Minutes of the Town Hall Management Committee held in the Malting Hall, Malmesbury on Wednesday 27th August 2008 commencing at 6pm.

Present: Councillors: J A Bowen, Mrs C C Doody, J R Lawton and C M Vernon.

Apologies: Councillor P J Goldstone

Public Question Time

There were no questions raised.

Declarations of Interest

There were no declarations of interest.

13. Minutes

It was resolved that the minutes of the Town Hall management Committee held on 23rd June 2008 be adopted.

14. Matters arising

There were no issues arising from the previous meeting that were not included on the agenda.

15. Scale of Charges

The Chair reported that he had met with the Town Hall Manager and then presented a suggested range of charges for major event hire such as weddings and family gatherings etc. The Committee agreed the basis upon which the new charges had been derived and it was agreed that a revised schedule would be presented at the next meeting of the committee.

16. Marketing of the Town Hall

The committee agreed that before active marketing could be commenced the new prices would need to be agreed and the website updated with facilities available and the associated costs. The next move would be to produce a suitable wedding brochure with prices included on an insert.

17. Request for payment of salaries

The Town Clerk presented a request received from the Pre-School for payment of staff salaries during the period of enforced closure. The Town Hall Manager was instructed to determine the actual days of closure and it was agreed that payment would be made for those days not including anytime used for preparation. The payment would be made from the Town Hall Project Fund and information passed to the professional team.

18. Music Fest at the Town Hall

The Town Clerk presented a report on the outcome of recent music events held at the Town Hall and informed the committee that the event had been well managed without any major problems. It was resolved that future events could go ahead provided the same management protocol was observed and that the organiser was to be complimented on the outcome.

The Town Clerk reported on the application for a variation of the Premises Licence required following the refurbishment of the Town Hall. An application had been submitted and received by the Licensing Officer but there is a period of 28 days for objections to be made. In order to avoid complaints about noise nuisance the committee authorised the Town Clerk to obtain and install a suitable noise limiting device to serve the Assembly Room.

19. Future of the Public Conveniences in Cross Hayes

The Town Clerk presented a report on the repairs needed to the public conveniences and it was resolved that a full report would be presented to the Policy and Resources Committee in advance of the budget meetings. In the meantime only essential repairs would be undertaken.

20 Use of the Exhibition space on the ground floor

The committee was informed that request had been received for use of the exhibition space in order to mount displays by local amateur groups. It was resolved that at the present time such requests would be considered but that charges would be determined by the period and days required. The Town Council would not be prepared to allow wall mounted displays and security would be the sole responsibility of the hirers.

Meeting closed at 20.47pm.