

Malmesbury Town Council

Minutes of the meeting of the Town Hall Management Committee held in the Town Hall, Malmesbury on Wednesday 14th October 2009 commencing at 6pm.

Present: Councillors: Mrs C C Doody, P J Goldstone, J R Lawton, and C M Vernon.

Public and Press: No members of the press in attendance but three representatives from the Martial Arts School were present.

Public Question Time

A question was raised by a representative of the Martial Arts School concerning the level of hire fees for use of the Town Hall. The Chair of committee indicated that the question would be answered by the item on the agenda and invited and relevant information to aid debate.

Declarations of Interest

There were no declarations of interest.

25. Minutes

It was resolved that the minutes of the Town Hall management Committee held on the 10th August 2009 and the Extraordinary Meeting held on 9th September 2009 be adopted.

26. Revision in hire charges.

The Chair of committee referred to a report considered by the Policy and Resources Committee on the 13th October where it was agreed that the discounted rate for regular hirers who book in excess of forty hiring periods each year could be increased. The members of this committee considered the potential loss of income and RESOLVED that the increased discount for forty or more booking periods within the same twelve month period be introduced with effect from 1st April 2010. The fees for use of the Town Hall would be reviewed annually and communicated to hirers as soon as the budget has been approved.

27. Request to reconsider hire charges.

The committee considered a request from the Martial Arts School that the proposed increase in fees for hire of the Town Hall be postponed until the school had become established. The Committee discussed the options available and RESOLVED that the fee applicable from 1st September 2009 be held until the 1st September 2010. It was further RESOLVED that charges for regular use of the Town Hall by external groups or organisations would be agreed by the Chair and Vice Chair and recommended for acceptance to the Town Hall Management Committee.

28. Cleaning of Town Hall

The Town Clerk outlined the issues impacting upon the cleaning of the Town Hall and arrangements made to secure cleaning of public facilities during the weekend. He advised of the budget requirements and that these would be included in the draft budget for the next financial year. It was RESOLVED that appropriate signage would be installed reminding visitors that only assistance dogs would be permitted entry to the Town Hall.

29. Marketing of the Town Hall

The Chair of the committee urged members to consider what activities may be promoted to assist with the marketing of the Town Hall. He advised on the proposal for a Halloween Supper, a Wedding Fayre and a return of Alive and Kicking. The Town Clerk advised that an application pack had been requested from the Registrar in order that a wedding licence could be considered for the next financial year. The malting Hall and Parlour were nearing completion and action was required to market this area as a training facility or boardroom.

30. Use of the Town Hall as a Cinema

The Chair advised members on the potential of grants for using the Town Hall as a cinema and it was RESOLVED that the Chair would make further enquiries about funding streams.

31. Spiral staircase

The Chair advised that initial enquiries had been made about the installation of a spiral staircase but the cost involved was much higher than originally suggested. It was RESOLVED that further enquiries would be made.

32. Stage extension

The issue of a potential extension to the stage was discussed and it was RESOLVED that this was not a priority at the present time but would be kept under review.

33. Staffing of the Town Hall

The Town Clerk reminded members that the Town Hall Manager would be retiring in March 2010 and it was agreed that members would give consideration to the range of duties need to be covered by the Town Hall staff.

Meeting closed at 8.15pm.