

Malmesbury Town Council

Minutes of the Town Hall Management Committee held in the Town Hall, Malmesbury on Thursday October 20th 2011 commencing at 6pm.

Present: Councillors A Stamp (Chair), C M Vernon, W G Blake, R F Sanderson, P J Goldstone, M H Snell.

Members of the public: Mark Brown and Alison Cross Jones

Apologies: Cllr C C Doody

Public Question Time: Mark Brown requested a written response to Cllr Kim Power's paper on the Old School Room.

Declarations of Interest: There were no declarations of interest.

1. **Minutes**

- 1.1.1 It was resolved that the minutes of the Town Hall Management Committee held on August 10th be adopted.
- 1.1.2 Cllr WG Blake requested that a new toilet sign be actioned – completed October 25th 2011.
- 1.1.3 Feedback forms – the Chair requested a copy to be sent to all members of the committee – actioned October 24th 2011.
- 1.1.4 Quotes for replacing the flooring in the toilets – the Events and Facilities Manager reported that companies had been contacted and quotes requested and we are still waiting for the quotes to come through.
- 1.1.5 Windows in the Hobbes Parlour – Cotswold Casements have been contacted again requesting them to come out to inspect the windows and casements in the Hobbes Parlour and to provide a quote for repair. They have already provided a quote for the repair of the window in the Wesleyan Hall. Their surveyor is currently busy but they anticipate being able to do a site visit within the next couple of weeks.

2. **Public Questions**

- 2.1 Mark Brown requested a written response to Cllr Kim Power's paper on the Old School Room.

3. **Income and Expenditure Report**

- 3.1 The committee considered the latest position on Income and Expenditure.
- 3.2 Questions were raised on figures provided and it was RESOLVED that in future detailed reports of ALL events would be provided to the Town Hall Management Committee meeting and that the figures on the report be more transparent in terms of final figures and not income received into the Town Hall prior to box office splits being deducted between the performers/providers and the Town Council.

4. Report on Wiltshire Vintage Tea Party

- 4.1 A report was received by the committee detailing the income received from the Lavinia's Tea Party Event on October 9th 2011.
- 4.2 The Tea Party attracted over 165 participants and was a success, with the Hall not being big enough to cater for all those who attended.
- 4.3 Cllr WG Blake asked the Events and Facilities Manager whether this was a pre-cursor event to future 1940's events and enquired about plans to hold another Tea Party.
- 4.4 The Events and Facilities Manager reported that a meeting will be held between Lavinia and Olivia Drake (Lavinia's Tea Party) at the end of the year to determine future events and to look at ways of increasing income. If the Town Hall was to host another Vintage Wiltshire Tea Party the Events and Facilities Manager would re-negotiate the split more in favour of Malmesbury Town Council and that the Help for Heroes fundraiser in May 2012 would be the culmination of 1940's events at the Town Hall.

5. Proposal for potential Fieldview hall hire over New Year's Eve 2011.

- 5.1 The Town Hall Events and Facilities Manager was approached by Mr D Cameron from Fieldview Festivals requesting to hire the whole of the Town Hall for New Year's Eve 2011.
- 5.2 Mr Cameron was asked to submit a proposal which he duly did and this was considered at the Town Hall Management Committee meeting.
- 5.3 The committee RESOLVED not to accept the proposal from Fieldview Festivals.

6. Proposal for the Cinema service.

- 6.1 South West Screens proposed a new business model for the continuation of the pilot Cinema programme.
- 6.2 The present contract for the Cinema service ends on October 31st 2011.
- 6.3 The committee RESOLVED not to agree to the new proposal and to arrange a meeting between SWS, Malmesbury Town Council, Melksham and a third venue to determine a way forward with the Cinema service.

7. Discussion on future use of the piano.

- 7.1 The committee decided to "park" this item for a period of 7 months and to revisit this again in May 2012.

8. Discussion on lighting in the Malting Hall

- 8.1 The committee agreed that the lighting and track in the Malting Hall is not adequate.
- 8.2 The committee RESOLVED to obtain three quotes for the replacement of the track and lights.

9. Report on the proposed change of use for the Old School Room.

- 9.1 Cllr K Power presented a report to draw the committee's attention to the negative response from the local community to the proposed change of use of the Old School Room from community use to commercial use.
- 9.2 The committee were disappointed that Cllr K Power was not present to talk through her report to the committee.
- 9.3 The Council's position was discussed in response to the points raised in Cllr K Power's report and it was stated that the Old School Room had been marketed through a local Estate Agents and had been on the market for a considerable time therefore ensuring transparency.
- 9.4 Alison Cross Jones requested clarification on Community Group's hiring of the Old School Room.
- 9.5 The chair repeatedly asked Alison Cross Jones if she had a community use for the old school room to put her request in writing as soon as possible. He also stated that the Council would listen to any sensible offer acknowledging we have an offer on the table and this was the only offer after marketing for almost 12 months through Fielder and Jones.
- 9.6 Alison Cross Jones also requested clarification around the terms of hire for the play group that had hired the Old School Room for a number of years. A discussion took place regarding the Town Council refurbishing the Old School Room and the relationship between the Town Council and the Play Group.
- 9.7 Mark Brown and Alison Cross Jones stated that 400+ members of the local community were against the Old School Room being used for commercial hire and that the Old School Room needed to remain as a community space.
- 9.8 Alison Cross Jones stated that a grant was given to the Town Council to refurbish the kitchen in the Old School Room – Cllr CM Vernon disputed this and stated that the grant received by the Town Council was for the refurbishment of the main kitchen on the first floor of the Town Hall.
- 9.9 Cllr CM Vernon proposed that answers to Cllr K Power's questions as detailed in the report be submitted as soon as possible.
- 9.10 Cllr WG Blake supported the proposals as detailed in paragraph 3 of the report and these were not seconded.

The meeting closed at 8.05pm