

Malmesbury Town Council

Minutes of the Town Hall & Facilities Committee Meeting held on Wednesday 17th June 2020 commencing at 7.00pm via zoom

Present: Councillors S D'Arcy (Vice-Chair), C Doody, J Exton, P Exton, L G Grant (Chair), W Jones, P Smith (until 7.55pm), F Vandelli

G Davie (Minutes), R Spencer Williams (Town Clerk)

The meeting was chaired by Cllr D'Arcy (Vice-Chair)

- 1. Declarations of Interest:** There were no declarations of interest
- 2. Apologies for Absence:** There were no apologies
- 3. Public Question Time:** There were no public questions
- 4. To receive and adopt the minutes of the Town Hall & Facilities Committee meeting held on 5th May 2020**

Resolved that the minutes of the Town Hall & Facilities Committee meeting held on the 5th May 2020 were a true and accurate record of the meeting and should be received and adopted

Proposed Cllr D'Arcy **Seconded** Cllr Smith

- 5. To receive and adopt the minutes of the Town Hall and Facilities Committee Extra-ordinary meeting held on the 4th June**

This meeting was held to focus on the opening of the Town Hall and the range of things needed to be done leading up to the opening of the Jackdaw café

Resolved that the minutes of the Town Hall & Facilities Committee Extra-ordinary meeting held on the 4th June 2020 were a true and accurate record of the meeting and should be received and adopted

Proposed Cllr D'Arcy **Seconded** Cllr Jones

- 6. To receive an update on the current Town Hall usage (Report No 1, Town Clerk)**

The Town Clerk used the report to indicate a typical week of Town Hall usage. He and the Deputy Town Clerk will be on-site over the week to deal with any issues. Cllr J Exton asked when the Cross Hayes toilets will open, and this should be by the end of the month. Discussion followed over access to toilets in the Town Hall. Cllr Vandelli reminded the meeting that the Jackdaw café was trading as a takeaway, therefore customers should not be stopping and access to toilets do not have to

provided. She suggested a polite sign could be put up to indicate the toilets are not open because of government regulations.

The Town Clerk's report was noted.

7. To receive and update the maintenance and refurbishment work in the Town Hall (Report No 2, Town Clerk)

The Town Clerk itemised the scheduled work within the Town Hall as outlined in Report No2

The Town Clerk's report was noted

8. To receive an update on the implementation of the Town Hall Re-opening plan (Report No 3, Cllr D'Arcy)

Cllr D'Arcy provided an update on the Re-opening Plan as outlined in Report No 3

Face Masks:

Cllr Vandelli had sent the Town Clerk recommendations on face masks. FFP2 masks have been ordered

Clinical Waste Disposal bins

The pedal bins should arrive on June 18 and the clinical bin has been ordered via the existing hygiene provider.

Perspex Screens

The screen purchased for the TIC is not fit for purpose so a screen may need to be made in a frame to give it more stability in the draught from the doors.

Hand Sanitisers

Are in situ

Signage

Signs for the Café entry are in place. Cllr Grant recommended a sign to say the doors were an entrance to the café as a takeaway only and not for general access to the Town Hall which remains closed except for activities permitted by government regulations

9. To receive and update on the opening of Jackdaws café as a takeaway service (Report No 4, Town Clerk)

The café opened on Monday as agreed. It has been well received with a steady flow of people coming in. The hours have been extended from 9am to 4.30pm. The cafe will open at the weekends provided they provide someone to manage the door.

Thanks were given to the Town Clerk and the Town Hall Administrator for achieving this.

10. To consider the formation of a working group to support the positive development of the Movies@Malmesbury cinema provision at the Town Hall

The Town Clerk provided background information on this point and discussion followed over when the cinema might be able to open especially considering the access regulations provided by the government

Resolved To set up a working group led by Cllr D'Arcy with Cllrs P Exton and C Doody and involving the Town Clerk to look at a timetable for areas to open again within the Town Hall.

Proposed Cllr D'Arcy **Seconded** Cllr Grant

11. To consider the replacement of the White Lion Park basketball hoops (Report No 5, Town Clerk)

The Town Clerk reported on the damage to the basketball hoops in White Lion Park. Cllr Grant suggested there was a significant body of work to be done in looking after all of the town's open spaces, to create a sense of public ownership with community engagement in the design, operation and safeguarding of these areas. He suggested re-instating the Open Spaces Working Group, proposing the group scopes the project, determining what needs to be achieved and the resources required.

The issue with the hoop at White Lion Park would be deferred pending the work of this group.

Resolved To re-construct the Open Spaces Working Group, readopting the existing Terms of Reference, with Cllr Jones as Interim Chair and Cllrs J Exton, Vandelli, Doody and Grant on the working group with the involvement of the Town Clerk. The group should report back to this Committee at a future date

Proposed Cllr Grant **Seconded** Cllr Jones

Next meeting Wednesday July 15, 2020 at 7pm

Meeting closed at 8.29pm