

Malmesbury Town Council

Minutes of the Town Hall and Facilities Committee meeting held in the Town Hall, Malmesbury, on Wednesday 22nd January 2020.

Present: H Wallace (Chair), G Grant (Vice Chair), C Doody, W Jones, F Vandelli, Town Clerk.

In Attendance:

Apologies: Mayor J Exton,

Declarations of Interest: There were no declarations of interest.

Public Question Time: Cllr Wallace reported a question raised by two members of the public asking if the Council would support an initiative by the Woodland Trust and themselves to plant trees around Malmesbury. It was acknowledged by the Council this was a good initiative but presented some governance and long-term resource implications for, and that it may be advisable for them to link in with existing climate action initiatives who could support their aims.

Resolved: for the Cllr Wallace and Town Clerk to contact those residents making the enquiry to advise them how best to proceed; notably offering the possibility of linking in with Malmesbury Climate Action group, and Chippenham Zero.

1. Apologies

2. To receive and adopt the minutes of the Town Hall and Facilities Committee held on the 6th and 20th November 2019.

Resolved to adopt the minute of the Town Hall and Facilities Committee held on the 6th and 20th November 2019, as amended.

3. To receive the budget report for the Town Hall and Facilities

The Town Clerk reported the budget position of the Town Hall and Facilities budget as of Month 10 (as outlined in (Report No 1, and the Budget Report 15.1.20).

It was noted there was new budget line as advised by RIALTAS to record separately the transfer of Mayoral Appeal funds transferred. It was also noted the profit margin or the bar had increased.

4. To receive an update report on the Town Hall

The Town Clerk reported to the Committee the matters outlined in Report No 2. Notably;

- Leak in Assembly Room roof
- Feedback on Wiltshire Councils advice regarding LBC for the bike chain
- Assembly Room and Wesleyan Hall curtains
- Cross Hayes toilets
- The Drain cove in the Town Hall Car park
- Recycling bins
- Equipment purchases for the Town Hall

Resolved to proceed with a LBC application for attaching a chin to the Market lane wall, and to also include the fixing of new Christmas tree brackets to the front and sides of the Town Hall in the application.

5. Town Hall Bookings and Hire Promotion Working Party Terms of Reference (TORs)

Cllr Vandelli presented and proposed Town Hall Bookings and Hire Promotion Working Party TORs as outlined in Report No 3.

It was suggested the following amendments;

- TOR's wording was amended to replace 'individuals' with 'parties',
- That the TOR's chairman should be a member of Malmesbury Town Council.

Resolved to adopt the TORs as amended, and to extend the membership by invitation to Cllr Ritchie, the Town Clerk, and representation from Malmesbury Live Arts.

6. To consider and approve the purchase of the Assembly Room and Wesleyan Hall Curtains

The Town Clerk reported the follow up quotes obtained for the curtains in the Assembly Room, and the quotes for the Wesleyan Hall (as outlined in Report No 4). It was also noted the worsened state of repair of both sets of curtains (as referred to in Report No 2).

The Town Clerk also brought to the Committees attention that given the need to paint the walls of each room, that it would be prudent and time efficient to do this in conjunction with hanging the curtains. Both matters were considered by the Committee. It was recognised it would be good to complete these works by April if possible.

Resolved to proceed in the purchase of curtains for both rooms; subject to final agreement based on samples – deep red or burgundy *

Resolved to proceed in the painting of the walls of each room; subject to final agreement based on paint samples – whole /rose or off white. Also to complete the Bar paint works (previously agreed), and for the dado rail to be painted gold.*

* In keeping with the Town Council's Crest Colours

7. To consider the renewal of the Marriage Licence for the Town Hall

The Town Clerk raised the matter of renewing the Marriage licence as outlined in Report No 5. The matter was considered in the context of the whole promoting the Town Hall as a destination venue and the end to generate income.

Resolved to renew the Marriage Licence for 20/21.

8. To consider the use of gallery artists work for wider display in the Town Hall (Cllr Vandelli).

Cllr Vandelli presented the idea of extended the bar area to show local artists work, as in the Gallery. There was concern that the Artwork could vary too much for the aims of the space. Additionally the Town Clerk pointed out that people booking the bar (and Assembly Room) did so often months in advance, often for Weddings or Special Events; and a changed environment may not be what they expected at the time of booking.

Resolved to not proceed in using the bar wall space for varying local artist works, and to explore further the options for dedicated artwork that reinforces the Council and the Town Hall identity.

9. To receive an update on the Lodge tenancy. (Town Clerk)

The Town Clerk reported the Lodge tenant had given notice and would be moving out on the 31.1.20.

Resolved for the Town Clerk proceed in seeking advice from a letting agent on the market value of the lodge, and on what works may need doing to ensure the Council meeting the latest landlord responsibilities, and also maximising the rental opportunity.

10. To receive an update report on the Parks and Open Spaces and any update from the Open Spaces Working Group

The Town Clerk reported to the Committee on the matters outline in Report No 6. Notably;

- Dog Fouling in Filands
- St Aldhelms Gym

The Committee considered both matters. The Committee recognised that dog Fouling is an extensive problem in the Town at various locations. Whilst is sympathetic to Those affected by it, and supportive of any initiative to combat the problem, the Committee was cautious about creating an expectation on the Council to deal with issue in all cases; when the matter sits with Wiltshire Council Environment Services and the dog owners themselves.

The resident suggestion to lay matting in around the Outdoor gym was

Considered. The Committee requested the Town Clerk investigate further, obtain quotes for possible solutions.

Resolved the Council adopt an enabling approach and explore using the new Website to signpost residents to resources (E.g. signage, legislative advice, Wiltshire Council contacts etc.)

11. To consider the promotion of the Outdoor Gym at St Aldhelms Mead (Report No 7, Cllr Vandelli).

The matter of promoting the gym was raised by Cllr Vandelli. The Committee considered how best to do this and the legal implications for running Councillor led exercise initiatives. It was considered if a participant taking part in such an activity did injure themselves this could lead to complications. However the need to raise the profile of the facility was recognised.

Resolved to do a full press release involving Councillors in February/ March.

12. To receive an update regarding Movies @ Malmesbury.

Cllr Wallace gave a verbal report on Movies @ Malmesbury. There had been numerous issues that required the attention of the Town Clerk and Staff team to support Movies @ Malmesbury on 'housekeeping' matters (e.g. heating, chairs etc.). Cllr Wallace and the Town Clerk had met to discuss the cinema operation as a whole (the Council , Movies @ Malmesbury combined) and considered that it that this matter warranted its own consideration with due time to understand fully the agreement and relationship with Movies @ Malmesbury, and how the Council can best support the cinema service to the community.

Cllr Wallace also relayed the request from Movies @ Malmesbury to offer a free showing 'A Life on Our Planet' in support of the Climate Emergency. It was suggested the cost could be offset against any bar sales.

Resolved to discuss as a single agenda item at the next Town Hall and Facilities Committee meeting.

Resolved to support Movies @ Malmesbury to offer a free showing 'A Life on Our Planet'. It was agreed to put Movies@Malmesbury in touch with Malmesbury Climate Action Network to facilitate the showing.

Meeting closed at 9.30pm