

Brixham Town Council

Minutes of the Meeting of the Town Hall Sub Committee held at Brixham Town Hall on 8th September 2017.

Present: Cllrs S Clutterbuck, P Addison, I Carr, J Regan, J Stock, V Campbell and D Giles

Also present: Tracy Hallett, Town Clerk and 1 member of Town Hall Innovation Working Group.

THSC032. Apologies for absence.

None.

THSC033. Declarations of Interest.

None.

The declaration of interest book was available to sign.

THSC034. To consider any requests for dispensation on agenda items.

None

THSC035 Minutes of the meeting held on 30.06.17.

The minutes and the confidential notes of the meeting held on 30th June 2017 were **resolved** and signed as correct with the following alteration:

Remove Cllr Stock from being present.

THSC037. To discuss and consider any issues raised by the Town Council tenants.

None.

THSC038. To consider a request to join the Town Hall Innovation Working Group.

Members were advised that Mr Hichinsson had requested to join the working group. It was **resolved** to accept his request and that the Clerk will look into a non-disclosure agreement for non-members who are on working groups.

THSC038. To hear an update on the office move.

It was **resolved** to explore option one in the short term with research to clarify whether or not the Council will be covered by the new Data Protection Regulations. Members felt that option three should be considered once any refurbishment work has been agreed.

The reported was noted and it was **agreed** that the Clerk should continue with the office move and necessary works subject to the above.

THSC038. To agree the content of the lease agreements for the seaworks tenants.

Members considered and **agreed** the draft lease. It was further **agreed** to continue to offer telephone line facility within the three individual units.

THSC039. To hear an update on maintenance works / repairs on the Town Hall.

Pavors

Members were advised that there had been a problem obtaining new pavers. However, reclaimed pavers were eventually sourced and that the job is now complete.

Roof Leak updates

Members were advised that when the roof was tiled prior to the Town Council owning the building, the old slates were reused. Unfortunately, this has meant that tiles that were damaged have also been reused. Whilst the recent leaks have been repaired, this could be an ongoing issue. It was agreed that this should be considered as part of a report for the potential refurbishment works.

Members were further advised that scaffolding will be going up shortly around the rotunda. It is believed that the leaks are due to damage in the gutters. However, the gutters are specially made of cast iron. It is hoped that they can be repaired but more will be known once scaffolding has been erected.

Bollards

The bollards have now been installed. Unfortunately, one was damaged within a few days of installation and is now with a local company for welding and repairing.

THSC040. To consider and agree the electrical contractor.

It was **agreed** to proceed with JN Electrical but ask them to only complete C2 works based on their advice that C3 works are advisory.

Cllr V Campbell left the meeting

THSC041. To hear an update on the feasibility study

Agreed to put into Part B.

THSC042. To hear an update on the rent review

Agreed that this can now be held in public.

Cllr Giles proposed:

This committee resolves to work with BATS executive and members to find a way to support the Brixham Theatre facility for the benefit of the whole community in a sustainable manner.

The committee further resolves to suspend the resolution at minute number THSC045 point 3 of 30th June 2017 while solutions are discussed and a course of action is agreed between the parties.

A discussion took place followed by a vote. The motion was carried.

THSC044. To put forward any items for the next agenda

- update on additional car parking at the rear of the Town Hall
- update on relocation plans of the Town Council Offices
- update on the feasibility study
- Rent review

THSC045. To hear an update on the feasibility study

It was **resolved** that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of this item of business as publicity

would be prejudicial to the public interest because of the confidential nature of the business to be transacted

Members were shown the architects draft proposals and sketches.

Members **agreed** in principle with concept

It was **agreed** that Cllr Carr and the Town Clerk should start stakeholder discussions with BDC.

It was **agreed** that David and Tracy should start stakeholder discussions with BATS after an architect with Theatre experience had checked concept plans to ensure that the concept would work.

It was **agreed** that a further understanding of the steps should be sought and that a further THSC meeting should be held prior to the next Full Council.

Meeting closed at 11.50am

Chairperson.....

Date.....