



Brixham Town Council

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Town Clerk: Mrs Tracy Hallett

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Contact Officer	Tracy Hallett Paul Boyd	Job Title	Town Clerk Facilities Manager
Report Title	Town Hall Updates		

Current and Completed Maintenance Works

Periodic Electrical Inspection

Work has been completed and the Town Council is currently waiting for the report.

Light Battens in the Scala Hall

All light battens in the Scala Hall have been replaced.

Town Council office

When hiring the Conference Room and Berry Room out of hours, hirers did not have access to kitchen facilities. This was because the kitchen facilities were part of the Council office area and therefore was locked for security. Smaller hot and cold water facilities were made available when these rooms were hired. However, in order to be as flexible as possible, should the Council receive enquiries to permanently rent these rooms, there is a need to ensure they have access to the kitchen facilities.

Three quarters of the kitchen area in the Council office was already partitioned off by a breakfast bar and glass partition. The Facilities Manager has extended the partition across the remaining area to include a lockable door. This now means that once the Town Hall is opened and available for hire, the Council offices can be secured, but the Conference Room and Berry Room will have access to the kitchen facilities.

Flag Pole

The Town Hall flag pole is to the left of the balcony, when facing the Town Hall. It is fixed to the external walls, with no flexibility. Over the years, the Council has experienced the flag getting caught on roof tiles and / or the rope coming out of its pulley. Lately, the Council has been lucky enough to have contractors working in close proximity to the building in order to resolve the problems without the need to hire a cherry picker. However, this has not always been the case. And with recent events with HRH Duke of Edinburgh, we have become a little concerned that the flag would not be adjustable if and when required.

The flag pole is not the easiest to reach and this does pose a health and safety issue as well.

The Facilities Manager has been asked to investigate replacing the flag pole with a new one that sites 90 degrees away from the wall and is hinged to ensure that it can be

dropped to a reasonable height in order to maintain the rope and pulley system. Discussions with contractors are ongoing. Unless the cost is high, the work will be carried out with a small report to the committee to advise that it has been done.

Floral Display

The Community Services Committee considered a Project Initiation Document for the introduction of a floral display supporting the Brixham in Bloom group. Whilst some of the requests have been declined for this year, Members were keen to invest in a floral display for the Town Hall.

The Town Hall will have a floral display on the elevation fronting New Road, as well as the elevation fronting Market Street. With the introduction of the floral display, it will restrict use of banners on the fire escape during the floral season. However, the Town Hall will become a focal point at the gateway to Brixham.

Scala Hall Ceiling

Due to a leak from the toilet in the Theatre, the ceiling in the Scala Hall needs repairing. Thanks to the use of the scaffolding tower, the Facilities Manager is able to access the area and carry out the essential repair work.

Town Hall Car Park

Since the introduction of the iTicket system, the car park has once again become easier to manage with all tenants abiding by the parking rules. In addition, we are not experiencing any problems with cars parking / blocking the car park gate.

However, it should be recognised that there is a national lockdown and a full picture of its effectiveness will not be known until the Town Hall is once again open.