



Brixham Town Council

Minutes of the Virtual Meeting of the Town Hall Committee held at on 30th April 2021

Present	Cllrs D Giles, P Addison, E Hoggart, A Massey (C) and J Regan (VC)
In attendance	T Hallett, Town Clerk; S Hiatt, Admin Assistant and Cllr Blackmore
Welcome	Cllr Massey welcomed members and opened the meeting.
Public Questions	No members of the public were present

21026	<u>Apologies</u> Cllr Leech
21027	<u>Declarations of Interest</u> None
21028	<u>Minutes of the meeting held on 19.03.21</u> The minutes of the meeting held on 19.03.21 were resolved and signed as a correct record.
21029	<u>Town Hall Regeneration</u> a) <u>To hear a report from the task and finish group</u> Members were updated with the work the group are doing and the discussions they have been having on a planned maintenance schedule, in particular the exterior. It was suggested that the Task and Finish Group should start looking at a maintenance schedule, in priority order and the materials that can be used on the listed building prior to Officers investigating costs. b) <u>To discuss and consider the consultation questionnaire</u> Members discussed the draft consultation, where it was made clear that this was for the key stakeholders initially, prior to going out to public consultation in the July Signal. Some minor changes were suggested and it was resolved that in principle, the consultation was acceptable and that the Task and Finish Group could make minor amendments prior to publishing it.
21030	<u>Town Hall Occupancy</u> a) <u>Scala Hall</u> The Committee were advised that the Council had received five bookings over the last couple of weeks. However, efforts had been concentrated on filling the vacant office accommodation before attention is spent on advertising the Scala Hall. b) <u>Office units / meeting rooms</u> The Committee were advised that all but one room are now let. One was only for a three month period, but the Council had received enquiries from an interested party who would like to lease the office once it becomes available again. The Administrative Assistant and Facilities Manager were working on the Conference Room appearance prior to advertising the room.

21031	<p><u>Town Hall Updates</u></p> <p>a) <u>To hear an update on current and completed maintenance works</u> Members were advised that the Council offices had been redecorated and as mentioned in the item above, the Conference Room will be redecorated shortly. The Clerk reported that following the Committees decision on the Town Hall boilers it had come to light that the boilers from the agreed contractors were domestic and not commercial. Enquiries had been made direct with the manufacturer who also supply commercial boilers, which would cost in the region of £6,000 more than the domestic boilers. Further due diligence checks were being made by the Facilities Manager prior to an updated report going to Full Council.</p> <p>b) <u>To an update on the reopening of the Town Hall</u> Members were updated with the current Government guidelines and whilst the Town Hall could open, the guidelines made it difficult to open the building in a safe manner. Members agreed with the Clerk that the Council should not rush to open the building. The Clerk advised that she has been liaising with tenants and will continue to monitor the guidelines and keep Members up to date.</p>
21032	<p><u>Date of the next meeting</u> From May this committee will no longer exist and all responsibilities will be merged into the Finance and General Purposes Committee.</p>
21033	<p><u>Items for future agenda</u> Each Councillor is requested to use this opportunity to raise items for future agendas, giving details of why the Council should consider them.</p>

Item	Reason	Proposed by

The meeting closed at 15.45pm

Chairperson Date.....