

Brixham Town Council

Minutes of the Meeting of the Town Hall Sub Committee held at Brixham Town Hall on 1st July 2016.

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

Also present: Linda McGuirk, Assistant to the Town Clerk; & 3 members of public.

A member of BATS advised of the following:

- Applying for the Coastal Community Fund. They can only apply when they have full planning and listed building permissions. They are awaiting the Statement of Heritage significance. Aiming to have work done in January.
- BATS require a glass washer in the function room kitchen.
- Would like to have an honours board.
- Comments have been made that the common areas are looking grotty.
- Plant growth at the front of the town hall is very bad.
- The front of house speakers have now been permanently installed on the wall. Safety wires have been attached and they have been strength tested.
- It was reported that 3 of the emergency lights are not working in the Theatre. It was **agreed** these should be investigated as a matter of urgency.

16011. To elect a Chairperson

Cllr J Stock opened the meeting. Cllr D Giles was proposed and seconded as Chairperson. All **agreed**.

16012. To elect a Vice Chairperson

Cllr P Addison was proposed and seconded as Vice Chairperson. All **agreed**.

16013. Apologies for absence.

None

16014. Declarations of Interest.

None.

The declaration of interest book was available to sign.

16015. To consider any requests for dispensation on agenda items.

None

16016. Minutes of the meeting held on 06.05.16.

The minutes of the meeting held on 6th May 2016 were **resolved** and were signed as correct.

16017. To hear an update on the Function Room ceiling.

A quote for £485.00 has been received from James Agate to repair the section of ceiling that has come down. It was **agreed** to progress with the works.

**16018. To hear an update on maintenance works / repairs on the Town Hall.
Ladies toilet ceiling**

Members were informed that a quote for £280 has been received from James Agate to replace the ceiling in the Ladies WC in the Town Hall. Several of the tiles are bending and damaged. It is proposed to replace with easy clean tiles which are more suited to damp areas. It was **agreed** to accept the quote and proceed with the works.

Ladies toilet floor.

JV Building and Carpentry has investigated the floor and found an area of damp rot which must be removed and replaced. JV will quote to repair the area including replacement of the altro flooring.

Theatre Chimney leak

It was reported that the Scaffolding is being installed today. A baby Seagull has been found nesting at the back of the chimney and works will need to wait until the bird has flown the nest.

Plumbing issues

Bancroft's have completed the following this week;

- Repaired the flush on the toilet in the Council offices.
- Repaired the leaking waste pipe in the cellar.
- Repaired the issues relating to the sink in the theatre.

Discussion took place regarding the suggested Durgo valve to try and resolve the flushing issues in the theatre toilets. It was **agreed** further investigation is required. BATS request for a glass washer is acknowledged and will be discussed when the plumbing issues have been resolved in the kitchen.

Electric issues

The Function room fireguard door opener has been repaired.

The proprietors of the Pannier Market cafe have indicated where they require electrical sockets to be installed in the kitchen. It was **agreed** for West Country electrics to investigate the current sockets and if safe install the extra requested sockets. Members were informed Environmental health have carried out a preliminary inspection of the Scala Kitchen with the new cafe owners.

It was **agreed** to install a double socket on the rear wall of the Function room counter so that the chiller unit can be moved off the work top.

Discussion took place regarding the 3 phase electrics in the Theatre. BATS are experiencing interference due to the phases being located in different areas of the town hall. Future electrical plans should ensure the theatre has control of its own three phase distribution board.

Hall keeper

The hall keeper is now providing a weekly job report. It was **agreed** this should be issued with the THSC agenda via email.

Lift

A quote has been accepted from Jacksons lifts to investigate the current lift problems. We are awaiting confirmation of a date.

16019. To hear an update on the electrical inspection of the Town Hall.

The electrical inspection took place on the 17th and 18th June. We are currently waiting for the report.

16020. To discuss a request to install a door entry system on the theatre stage door.

The quote for the door entry system was discussed. It was **agreed** to recommend to F&GP to approve payment for the installation of the door entry system in the Theatre.

It was further **agreed** to investigate the annual fee of £75. Can we negotiate one service agreement for the Town Hall?

16021. Items for the next agenda.

- Plumbing update
- Chimney update
- Investigate the cost for the removal of the growth on the front of the Town Hall.
- Innovation report.
- Quotes for Town Hall, painting, cobbles etc.
- To hear reports/ updates from Town Hall tenants.

The meeting closed at 10.35am

Chairperson.....

Date.....