

**CONGLETON TOWN COUNCIL**

**MINUTES OF THE MEETING OF THE TOWN HALL COMMITTEE HELD ON  
THURSDAY 26<sup>TH</sup> JANUARY 2017**

**PRESENT:**

**Councillors**

**L D Barker  
R Boston  
G R Edwards (Ex-Officio)  
G P Hayes (Chairman)  
Mrs A E Morrison (Vice Chairman)  
Mrs J D Parry  
Mrs E Wardlaw**

**1. Apologies for absence.**

Apologies for absence (Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non-attendance).

Apologies for absence were received from Cllrs Mrs D S Allen, Mrs A L Armitt

Apologies were also received from Ex Officio member Cllr D T Brown and Cllr G S Williams who is not a member of this particular Committee.

**2. Minutes**

**THC/14/1617 Resolved** that the minutes of the Meeting held on 22<sup>nd</sup> September 2016 be approved and signed as a correct record.

**3. Declarations of Interest**

Members are requested to declare both “pecuniary” and “non-pecuniary” interests as early in the meeting as they become known.

There were no declarations of interest.

**4. Outstanding Actions**

There were no outstanding actions.

5. **Hearing Loop update**

**THC/15/1617 Resolved to** receive the verbal update advising the committee that hearing loops were now installed in both the Bridestones Suite and the Main Hall

6. **Refurbishment of the Town Hall External Fire Escape**

**THC/16/1617 Resolved to** receive the verbal update advising the committee that the refurbishment of the external fire escape would be undertaken in the spring or when there is a spell of dry weather

7. **Town Hall Management Structure Changes**

**THC/17/1617 Resolved to** receive the report from the Chief Officer outlining the structure changes relating to the town hall

8. **Town Hall Trading Account and Finance Report**

**THC/18/16/17 Resolved to** accept the Town Hall Trading Account to 31<sup>st</sup> December 2016

9. **Town Hall Projects**

**THC/19/1617 Resolved to** receive the outline of proposed projects and improvements to the Town Hall as outlined in appendix 1

**G P Hayes  
(Chairman)**

**Agenda item 9 Town Hall Projects 2017/18 Appendix 1**

<b>Project / Issue</b>	<b>Detail / objective</b>
<b>External - Town Hall</b>	
Fire Escape steps	Improvements required following Fire Safety Inspection
Museum and car park structural survey for subsidence	Cracks in the walls and drainage appears to have sunk in roadside / car park area
CCTV	Improved CCTV for car parking area and entrance to the town hall to enhance security as existing CCTV is not of an adequate standard
<b>Internal Town Hall</b>	
Security	Review entry procedures and systems to ensure security is at the best possible standard
<b>Bridestones</b> Sound system	<ul style="list-style-type: none"> <li>• Review microphone options to enable each councillor to have access to one</li> <li>• Review speakers to ensure residents and councillors are able to hear debate</li> </ul>
<b>Bridestones</b> hearing loop	System approved by Committee and Council
<b>Bridestones</b> Water ingress	Wall stained due to ingress of water through the window frame at far end of room.
<b>Bridestones</b> data projection	Current projection and screens are slightly outdated / unprofessional
<b>Spencer Suite</b> revamp	Appearance is considered to be poor and unattractive for external business usage
<b>Main Hall</b> Sound system	<ul style="list-style-type: none"> <li>• Review microphone options to enable each councillor to have access to one</li> <li>• Review speakers to ensure residents and councillors are able to hear debate</li> </ul>
<b>Main Hall</b> hearing loop	System approved by Committee and Council
<b>Main Hall</b> Toilets	Explore options for refurbishment
<b>Main Hall</b> Sound Boards	Resolve issue of kitchen noise during evening performances
<b>Main Entrance</b> lighting	Lighting in foyer / entrance area is not sympathetic to the architecture