

## CONGLETON TOWN COUNCIL

### MINUTES OF THE MEETING OF THE TOWN HALL COMMITTEE HELD ON 18<sup>TH</sup> MARCH 2010

PRESENT: Councillors N Bayley  
Mrs L Bossons  
Mr D Murphy  
Mr D Parker  
E Clarke (Mayor)

#### 1. **APOLOGIES**

Apologies for absence were received from Councillors Mr D Brown, Mrs L Daniels and Mr D Martin.

#### 2. **MINUTES**

**THC/37/0910/RESOLVED:** That the Minutes of the Meeting of the Committee held on 16<sup>th</sup> December 2009 be approved and signed by the Chairman as a correct record.

#### 3. **DECLARATIONS OF INTEREST**

Councillor D Murphy declared a personal interest in item 8.

#### 4. **MUSEUM WORKING GROUP MINUTES**

**THC/38/0910/RESOLVED:** That the minutes of the Museum Working Group meeting held on 4<sup>th</sup> March 2010 be received and the recommendations therein be adopted.

#### 5. **OUTSTANDING ACTIONS**

It was noted that there was one outstanding action **THC 10 30.09.09** quotation for call out service for fire and security alarms which is still to be actioned.

#### 6. **STORY BOARDS**

Helen Paton of Cheshire East Borough Council and Peter Aston provided a presentation of some of the ideas they have to install 'Story Boards' in the Town Hall.

The objective is to be able to explain the history of the building and to be able to inform visitors what the Town Hall has been used for over time.

A briefing document has been produced which outlines the brief for the project and this will be used to evaluate the capability of local and national artists to provide the material required.

It is anticipated that the project could cost about £10,000 but, funding could come from the Arts Council, Cheshire East Council and Congleton Town Council.

**THC/39/0910 RESOLVED:**

1. That the committee fully supports the objective of providing Story Boards in the Town Hall.
2. That the committee recommend that £3,000 is set aside from the Grants budget to fund the project.

**7. TOWN HALL TRADING ACCOUNT**

The Support Manager presented the Town Hall Trading account to the members.

**THC/40/0910/RESOLVED:** That the Trading Account be received.

**8. TOWN HALL HIRE CHARGES**

A paper which outlined some revision to Town Hall hire charges was considered by the committee.

**THC/41/0910/RESOLVED:** That

1. A discount of 20% for regular users of the Town Hall during the week will be applied (at least once per month usage).
2. A discount of 50% will be applied to Sunday: for charities and other voluntary/community groups.

**9. TOWN HALL PROJECT PLAN**

The Town Hall Project Plan was presented to the members and it was noted that the majority of projects have been actioned.

**THC/42/0910/RESOLVED:** That the project plan be received.

**10. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS (IF NECESSARY)**

**THC/43/0910 RESOLVED:** That the Committee resolve to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960, from the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

**PART TWO – ITEMS CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC**

**11. PROGRESS ON CAPITAL WORKS CONTRACTS**

A comprehensive report detailing the progress being made on capital works taking place in the Town Hall was considered. Some concern was expressed at the time that is being taken to complete the refurbishment of the Bridestones Suite, although it was noted that the contractor has been required to undertake additional unplanned works such as re-boarding the Mansard ceiling.

**THC/44/091/RESOLVED:** That the report be received.

**12. DE LACEY'S CAFÉ BAR**

The committee noted that the planning consents have all been approved for the De Lacey's Bar and work will commence on the 22<sup>nd</sup> March 2010 to install the Café Bar.

It was also noted that Lesley Foulkes has been approved by the Police Licensing Authority as designated Premises Supervisor.

**THC/45/0910/RESOLVED:**

1. That the report be received.
2. That delegated powers be approved to allow the Town Clerk to finalise the lease for The Tourist Information Centre with Cheshire East.

N J BAYLEY  
Chairman