



Congleton Town Council

Historic Market Town

Chief Officer: **David McGifford CILCA**

27th November 2020

Dear Councillor,

Town Hall, Assets & Services Committee – 3rd December 2020

You are summoned to attend a meeting of the Town Hall, Assets & Services Committee, to be held on **3rd December 2020** commencing at **7.00pm**.

This will be a virtual meeting which needs to be accessed via Zoom.

[Use this link to open the Town Hall, Assets & Services Committee meeting via Zoom on 3rd December 2020.](#)

Meeting ID: 962 4894 8344

- **The Public and Press are welcome to attend the meeting, please note** - There will be 15 minutes at each meeting to receive any questions from Members of the Public, either verbally or at the meeting, including those which have been received in writing 7 days prior to the meeting.
- There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press in accordance with Section 100 (B) (2) of the Local Government Act 1972.

Yours sincerely,

David McGifford
Chief Officer



Congleton
beartown
where friends are made

Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: **01260 270350**

Email: info@congleton-tc.gov.uk www.congleton-tc.gov.uk

AGENDA

1. 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.

2. Minutes of Previous Meetings (Enclosed)

To approve and sign the [minutes of the meeting of the Town Hall, Assets and Services Committee held 15th October 2020](#).

3. Declarations of Interest

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

4. Outstanding Actions

None.

5. Questions from Members of the Public

To receive any questions from Members of the Public including those received in writing 7 days prior to the meeting.

6. Urgent Items

Members may raise urgent items related to this committee but no discussion or decisions may be taken at the meeting

7. Town Hall Trading Account (Enclosed)

To accept the [Town Hall Trading account to 31st October 2020](#) and to note the content of the summary report.

8. Streetscape Trading Account (Enclosed)

To accept the [Streetscape Trading account to 31st October 2020](#) and to note the content of the summary report.

9. Minutes of the Town Hall Development Working Group (Enclosed)

To receive the [minutes of the Town Hall Development Working Group held on 12th November 2020](#).

10. Minutes of the Streetscape Development Working Group (Enclosed)

To receive the [minutes of the Streetscape Development Working Group held on 17th September 2020](#).

11. Minutes of the Business Support Working Group (Verbal update)

To receive a verbal update of the Business Support Working Group meeting held on 26th November 2020.

12. Garden of Reflection Relocation Proposal (Enclosed)

To receive a report regarding the Garden of Reflection –Relocation from West Road to the Community Garden.

13. Town Hall Energy Survey (Enclosed)

To receive the report from the Town Hall Manager and agree the next steps on the Town Hall Energy Survey.

14. Town Hall Acoustic Absorption Survey (Enclosed)

To receive a report from the Town Hall Manager on the Town Hall Acoustic Damping.

15. Update on the Congleton Cenotaph (Verbal Update)

To receive a verbal update report on the Congleton Cenotaph.

16. Resolution to exclude members of the press and public from item 17 due to Commercial Sensitivities

17. Update on the Future use of the Town Hall

To receive an update from the Chief Officer on matters relating to the future use of the Town Hall.

To: Members of the Town Hall, Assets & Services Committee

Cllrs:

Suzy Firkin (Chair), George Hayes (Vice Chair),

Suzie Akers Smith, Dawn Allen, Duncan Amies, David Brown, Robert Douglas, Robert Hemsley, Rob Moreton, Denis Murphy.

Ccs: Appointed Member - Mr D A Parker (Honorary Burgess)

Other members of the Council and Honorary Burgesses (2) for Information; Press (3), Congleton Library, Congleton Visitor Information Centre

CONGLETON TOWN COUNCIL

Minutes of the meeting of the Town Hall, Assets & Services Committee held on Thursday 15th October 2020

Conducted via Zoom – Meeting ID: 890 5069 5769

In attendance:

Committee members:

Suzy Firkin (Chair)
George Hayes (Vice Chair)
Duncan Amies
David Brown
Robert Douglas
Robert Hemsley
Rob Moreton
Denis Murphy (Deputy Mayor)

Ex Officio: Sally Ann Holland (Mayor)

Non-Committee members: Amanda Martin

Minutes

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 Committee member Councillor Robert Moreton and Non-Committee members Councillors Kay Wesley and Margaret Gartside.

2. Minutes of Previous Meetings

THAS/21/2021 Resolved to approve and sign the minutes of the Town Hall, Assets & Services Committee held on 6th August 2020.

3. Declarations of Interest

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

Declarations of interest were received from Councillors David Brown, George Hayes, Denis Murphy and Sally Ann Holland (Mayor), all non-pecuniary on matters relating to Cheshire East Council.

4. Outstanding actions

None.

5. Questions from Members of the Public

To receive any questions from Members of the Public including those received in writing 7 days prior to the meeting.

There were no questions from members of the public.

6. Town Hall Trading Account

THAS/22/2021 Resolved to accept the Town Hall Trading Account to 31st August 2020 and to note the content of the summary report.

7. Streetscape Trading Account

THAS/23/2021 Resolved to accept the Streetscape Trading Account to 31st August 2020 and to note the content of the summary report

8. Minutes of the Town Hall Development Working Group

THAS/24/2021 Resolved to receive the minutes of the Town Hall Development Working Group held on 10th September 2020.

9. Minutes of the Streetscape Development Working Group

THAS/25/2021 Resolved to note the draft minutes of the Streetscape Development Working Group held on 17th September 2020.

10. Minutes of the Business Support Working Group

THAS/26/2021 Resolved to receive the minutes of the Business Support Working Group held on 1st October 2020.

11. Link Road Roundabouts Update with Parish Councils

THAS/27/2021 Resolved to receive the progress report on the Link road Roundabouts.

12. Streetscape – Environmental Changes

THAS/28/2021 Resolved to receive the progress report on the Streetscape – Environmental Changes.

13. Update on the Town Hall Statues Refurbishment/ Replacement

THAS/29/2021 Resolved to receive the update on the Town Hall Statues Refurbishment/ Replacement and based on the quotations received to date take it back to the Working Group for further discussion.

14. Town Hall Foyer Lighting

THAS/30/2021 Resolved to receive report on the Town Hall Foyer Lighting and to review this project when the future use and developments of the Town hall have been established.

15. Town Council Hybrid Meetings

THAS/31/2021 Resolved to receive the report on Town Council Hybrid Meetings and request that officers further investigate option 3 when time allows.

16. Update on Congleton Cenotaph

THAS/32/2021 Resolved to receive the verbal report on the Congleton Cenotaph that advised that completion was hoped to be on 30th October 2020 and that construction was still operating within budget.

17. Town Hall Christmas Lights

THAS/33/2021 Resolved to seek further quotations for adding Christmas Lights to the Town Hall taking into consideration:

1. The appearance of the Town Hall when lights are not switched on.
2. The possibility of using coloured lights.
3. That the Cheshire East Council (CEC) Conservation officer was satisfied with the method of attaching the lights to the Town Hall.

18. Resolution to exclude members of the press and public from item 19 due to Commercial Sensitivities

THAS/34/2021 Resolved to exclude members of the press and public from item 19 due to Commercial Sensitivities.

19. Update on the Future use of the Town Hall

THAS/35/2021 Resolved to:

18.1 the changing of the Terms of Reference Of the Market Working Group as proposed.

18.2 seek legal guidance on State Aid, following this take through to the relevant committee.

18.3 receive the update from the Chief Officer.

**Cllr Suzy Firkin
(Chair)**

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	03/12/20 7pm	LOCATION	Remote via Zoom
REPORT FROM	Support Manager RFO		
AGENDA ITEM REPORT TITLE	7 Town Hall Trading Account April – October 2020		
Background	Variance analysis of the Trading Account to October 2020 to accompany the spreadsheet.		
Updates	<p>This trading account is for the first 7 months of 2020/21 – so 58% of the budget would be used if expenditure was regular monthly. Due to the effects of the Corona Virus pandemic currently 96% of the budget has been used to 31/10/20.</p> <p><u>Income</u></p> <ul style="list-style-type: none">• The figures show 22% of budgeted income (should be 58% by October) The Town Hall has been largely closed since the lockdown at the end of March. NHS Blood have still been using the Grand Hall for blood donation sessions and a key worker company had a training session. Between lockdowns a few groups did manage to meet and hire the hall including a line dancing group and a choir. <p><u>Expenditure</u></p> <p>Largely as expected for M7. 50% of the budget has been used so a slight underspend.</p> <ul style="list-style-type: none">• No spending yet on training and PPE• Maintenance contracts have increased slightly over inflation, so a slight overspend is expected for this financial year.• No catering at present.		
Decision Requested	To receive the Town Hall Trading Account for M7 April – October 2020		

Congleton Town Council

	2020/21				2019/20
	Actual Year To Date	Current Annual Bud	Variance Annual Total	% of Budget Used	
Town Hall	£	£	£		£
4000 Staff Costs (re-allocated)	39,055	66,019	26,964	59%	32,742
4008 Training	0	1,000	1,000	0%	320
4009 Protective Clothing/H & Safety	0	500	500	0%	0
4010 Cleaners	3,450	8,000	4,550	43%	2,038
4011 Rates	15,979	27,530	11,551	58%	15,729
4012 Water	2,375	6,000	3,625	40%	2,796
4014 Electricity	9,667	20,125	10,458	48%	10,256
4015 Gas	4,245	13,750	9,505	31%	4,599
4016 Cleaning materials	1,126	2,000	874	56%	1,034
4017 Refuse Disposal	1,810	3,000	1,190	60%	1,733
4020 Miscellaneous Office Costs	769	1,200	431	64%	588
4025 Insurance	4,405	8,000	3,595	55%	4,400
4033 Marketing/Promotions	1,693	3,500	1,807	48%	536
4040 Maintenance Contracts	4,326	6,500	2,174	67%	3,714
4041 Property Maintenance	6,101	15,000	8,899	41%	8,879
4064 Legal & Professional fees	0	100	100	0%	0
4068 Licences (incl PRS)	2,042	3,500	1,458	58%	1,609
3020 Catering Supplies (rechargable)	0	10,000	10,000	0%	3,749
6000 Central Overheads Reallocated	2,878	6,046	3,168	48%	4,185
Congleton Town Hall:-Expenditure	99,919	201,770	101,851	50%	98,907
1009 Rent Rec'd - Museum Notional	2,625	4,500	1,875	58%	2,625
1010 Rent Received - 3rd Party (TIC, Partnership & rear office)	5,269	11,033	5,764	48%	6,436
1011 Rent Received - Internal CTC	9,927	17,017	7,090	58%	9,927
1013 Letting Income - Grand Hall	4,743	30,400	25,657	16%	15,300
1014 Letting Income - Bridestones	1,085	13,200	12,115	8%	4,459
1015 Letting Income -Spencer Suite	840	4,950	4,110	17%	2,232
1018 Letting Income - Campbell Suite	0	0	0	#DIV/0!	160
1016 Letting Income - Brasserie, Kitchen and Bar	0	15,000	15,000	0%	8,750
1021 Letting Income - Internal	1,749	9,000	7,251	19%	5,902
1022 Letting income - F&F	0	5,000	5,000	0%	1,000
1030 Service Charges - TIC	760	1,700	941	45%	914
1035 Service Charges - CTHEP	0	4,500	4,500	0%	2,367
1051 Catering Sales (recharges)	0	10,000	10,000	0%	3,915
1199 Misc Income	292	0	292	#DIV/0!	417
Congleton Town Hall :- Income	27,290	126,300	99,010	22%	64,404
Net Expenditure over Income	£72,629	£75,470	£2,841	96%	£34,503

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	03/12/20 7pm	LOCATION	Remote via Zoom
REPORT FROM	Support Manager RFO		
AGENDA ITEM REPORT TITLE	8 Streetscape Trading Account April – October 2020		
Background	Variance analysis of the Trading Account to October 2020 to accompany the spreadsheet.		
Updates	<p>This trading account is for the first 7 months of 2020/21 – so 58% of the budget would be used if expenditure was regular monthly. 51% of the budget has been used to 31/10/20.</p> <p><u>Income</u></p> <p>The income for Streetscape is largely fixed by the SLA payment that is received from CEC £366,702. The external work is budgeted to bring in £15,000. This was stopped during April and May due to Coronavirus but has started up again from June so should not have a significant effect on the income by the end of the financial year.</p> <p><u>Expenditure</u></p> <p>Largely as expected for M7 55% of the budget has been used, so a slight underspend to date.</p> <ul style="list-style-type: none">• Agency staff is showing an overspend – this is a seasonal worker covering for staff sickness. Taken with the Staffing budget it is still within budget.• Nothing spent to date on training.• Vehicle maintenance/servicing underspent to date but this mostly takes place in the quieter winter months.		
Decision Requested	To receive the Streetscape Trading Account for M7 April – October 2020		

October 2020

Actual Year	Current	Variance	% of
To Date	Annual Budget	Annual Total	Budget

Streetscape

Staff Costs	244,333	438,814	194,481	56%
Agency Staff	11,441	6,000	5,441	191%
Training	0	3,000	3,000	0%
Protective Clothing\H & Safety	2,725	4,500	1,775	61%
Office rent	1,789	3,067	1,278	58%
Cleaning Materials	2,266	5,000	2,734	45%
Mobile Phones	383	700	317	55%
Insurance	3,303	6,000	2,697	55%
Property maintenance	122	1,200	1,078	10%
Horticultural etc Supplies	8,065	18,000	9,935	45%
Winter Bedding	624	1,000	376	62%
Vehicle maintenance/Serv etc	3,332	10,000	6,668	33%
Vehicle fuel and oil	5,825	13,000	7,175	45%
Vehicle rental charges	20,914	39,000	18,086	54%
Street Cleansing	539	3,500	2,961	15%
General expenditure	1,550	4,000	2,450	39%
Central Overheads Reallocated	19,128	40,188	21,060	48%
Rechargable expenses	327	0	327	#DIV/0!

Streetscape Expenditure	326,666	596,969	270,303	55%
-------------------------	----------------	----------------	----------------	-----

CEC - Income	-213,910	-366,702	-152,793	58%
External work income	-2,827	-15,000	-12,173	19%
Other income	-278	0	278	#DIV/0!
Astbury Mere Income	-525	-900	-375	58%

	-217,540	-382,602	-165,063	57%
--	-----------------	-----------------	-----------------	-----

Net Expenditure over Income	109,127	214,367	105,240	51%
-----------------------------	----------------	----------------	----------------	-----

Virtual Congleton Town Hall Development Working Group Meeting

NOTES OF MEETING

Date: Thursday 12th November 2020 **Time:** 3.30pm **Location:** Via Zoom **Meeting ID:** 832 1593 7971

Committee Members: Cllr S Firkin, Cllr M Gartside, Cllr R Chadwick, Cllr R Douglas, Cllr D Brown, Cllr R Hemsley, David McGifford, Sue Trow, Andrea Morris-Wild

Apologies:

Guests:

Item	What was discussed / description	Actions	By who	By when
1. Apologies Cllr R Douglas Andrea Morris-Wild				
2. Future Use of the Town Hall Group presented with a matrix of existing and potential hirers of the Town Hall for events.	Identify events from the matrix which are worthy of further investigation for future bookings Check bar licence as Commercial Partner agreement may change	MJW ST AMW MJW	Ongoing	

3. Visitor Information Centre	Update to Working Group regarding further developments with Visitor Information Centre	Continue to update the Working Group on future developments	DM	Ongoing
4. Maintenance Programme	Group presented with the maintenance programme which details all maintenance works which will need to be carried out over the next five years.	Continue to work through the maintenance programme to organise specific jobs into order of importance	DM MJW	Ongoing
5. Energy Efficiency	Group presented with initial report relating to energy improvements around the Town Hall	Contact relevant companies to find out potential savings from the improvements they recommend in their report Research what, if any, improvements have been made at Northampton Town Hall	MJW MJW	03.12.20 03.12.20
6. Carbon Neutral target Setting	Councillor Suzy Firkin presented three targets of the Green Committee <ul style="list-style-type: none"> • Reduce the electricity consumption of the Town Hall • Reduce the gas consumption of the Town Hall • Reduce the use of chemicals in any cleaning products used in the Town Hall 	Contact suppliers and research option/products which will be biodegradable for use in the Town Hall	MJW	03.12.20

Virtual Streetscape Development Working Group Meeting

NOTES OF MEETING

Date: Thursday 17th September 2020

Location: Via Zoom

Time: 3.30pm

Present: Councillor Margaret Gartside (Chair), Councillor David Brown (Chair), Councillor Amanda Martin, Councillor Robert Douglas, Councillor Duncan Aimes, Councillor Martin Aimes

David McGifford, Ruth Burgess

Item	What was discussed / description	Actions	By who	By when
1.	Apologies			
2.	Declarations	- Cllr D Brown (CE)		
3.	Minutes and Actions from Previous Meeting	- Dane Housing Contract	DB	
4.	Update and Establishing priorities and next steps for the Streetscape Contract	- General update from x2 meeting with CEC regarding the renewal of contract ACTION- tie in new contract with vehicle leasing contract length. ACTION – put a proposal letter forward to CEC ACTION – start talks with ANSA regarding job allocation throughout Congleton LAP, joint working partnership for positive end result and also optimise efficiency	DM DM RB	
5.	AOB Letter from residents regarding contract and to have more sustainable approach to how we work.	Response back to resident acknowledge letter and where we are up to with contract Sustainability report to go to the next THAS committee	MG RB	
6.	Dates of Next Meeting	TBC		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall Assets and Services Committee		
MEETING DATE AND TIME	3 rd December 2020	LOCATION	Congleton Town Hall
REPORT FROM	Chief Officer and Streetscape Development Manager Ruth Burgess		
AGENDA ITEM REPORT TITLE	12 Garden of Reflection Relocation Proposal		
Background	<p>Following the tragic death of Congleton Resident Tom Jackson, we were asked by family and friends if it was feasible to create a garden where they could visit and reflect Tom's life. From their idea we decided we would put forward a design for a Garden of Reflection, not just for Tom but for other residents of Congleton who have lost a member of their family through tragic circumstances.</p> <p>The current Garden of Reflection is located on land on West Road adjacent to New Life Church where there is currently a plaque in remembrance of Tom Jackson.</p>		
Updates	<p>There have been some minor anti-social behaviour issues associated with the current location due to it not being openly visible to members of the public and not in an area that has a high footfall, as a result we have had to make repairs to the site on several occasions.</p> <p>We now feel that the garden would be better suited in a more central and visible location within the heart of Congleton and feel that this could be achieved by transferring / developing a Garden of Reflection within the Community Garden, adjacent to the recently refurbished cenotaph and the new "Tree of Light" which are both under the ownership of the Town Council.</p> <p>We have spoken to the parents of Tom Jackson who are happy with this proposal to relocate the garden and also spoken to a family who have recently lost their child through tragic circumstances. Both families are supportive of this proposal as they feel this is a more suitable location for families and friends to come and visit the garden to reflect on the lives of their lost ones.</p>		
Finance	<p>The basic components of the project can be financed via the Streetscape budget, we would be moving the current planters and wooden bear carving from the previous site to the new site.</p> <ul style="list-style-type: none">• Shrubs• Stepping Stones• Initial Sign / Plaque• Labour (Streetscape) <p>It is proposed that future named stones for the garden will be smaller and affordable for families who wish to utilise this area.</p>		
Decision Requested	<p>To support the proposals of the Chief Officer and the Streetscape Development Manager for the relocation and development of a new Garden of Reflection within the Community Garden.</p>		

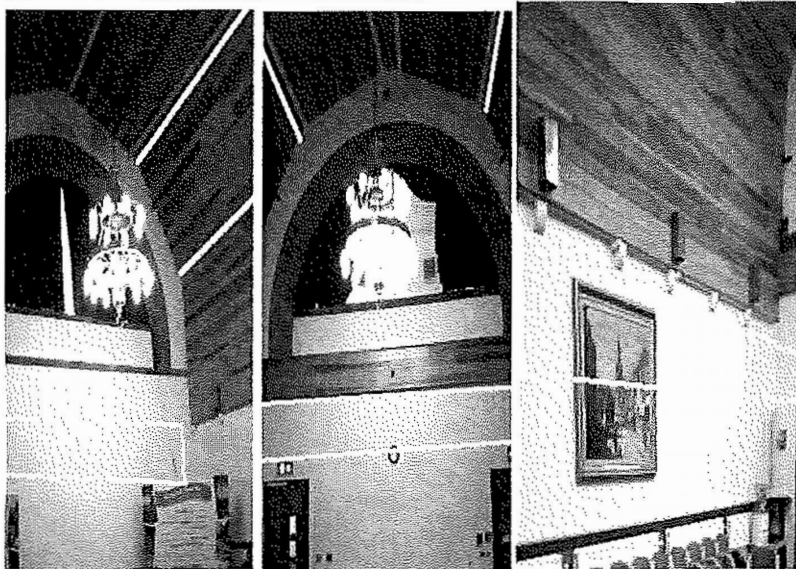
CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

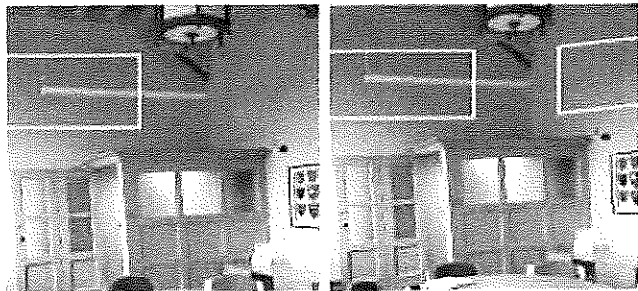
COMMITTEE:	Town Hall, Assets and Services		
MEETING DATE AND TIME	3 rd December 2020	LOCATION	Zoom
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM	13		
REPORT TITLE	Town Hall Energy Survey		
Background	<p>As part of the initiative to reduce the carbon footprint and overall energy usage of the Town Hall, initial research was presented to the Town Hall Development Working Group on 10th September 2020 relating to the possible benefits of replacing the existing boilers with a potentially more efficient Air Source Heat Pump. Following discussions, it was agreed this type of system was not best suited to the structure and heating demands of the Town Hall. It was actioned to identify a company who can offer advice on options available to help reduce the carbon footprint and overall energy usage of the Town Hall.</p>		
Updates	<p>A company have been identified who could offer services to reduce energy usage and who visited the Town Hall to provide an initial client brief for potential areas for improvement. The company in question are an independent design, sustainability and engineering consultancy, established to deliver a comprehensive range of building, heating, ventilation, air conditioning (HVAC) and environmental services in order to ensure any building-related project is as sustainable and energy efficient as possible. They have a wealth of experience working with Listed and Historic buildings and are currently acting on behalf of The Church of England Dioceses of Blackburn and Wakefield and also various Methodists Circuits in the North of England. Their building fabric expert is a registered architect, RIBA Client Design Adviser and a Registered Inspector of Churches.</p> <p>Following their initial site visit, we have been provided with a brief which outlines the process involved starting with Phase 1, an Energy and Environmental Performance Review. This review would include a fabric assessment of the building as well as thermal imaging and a building services review relating to the heating, ventilation and cooling of the building. Should we choose to appoint this particular company to deliver any preferred energy performance improvements detailed in the Phase One Energy and Environmental Performance Review, they would provide a further proposal setting out their approach covering those elements of work (Phase 2). The company involved have been asked to provide estimated savings created from suggested improvements in the brief, details to follow.</p> <p>Our local Conservation Officer has been contacted to inform them of any suggested changes to the building contained in this brief and to discuss any viable options due to the Grade II* Listing of the Town Hall.</p>		
Decision Request	<p>To receive this report and to agree to move forward with the proposal to instruct this company to provide Phase 1, an Energy and Environmental Performance Review of the Town Hall.</p>		

CONGLETON TOWN COUNCIL

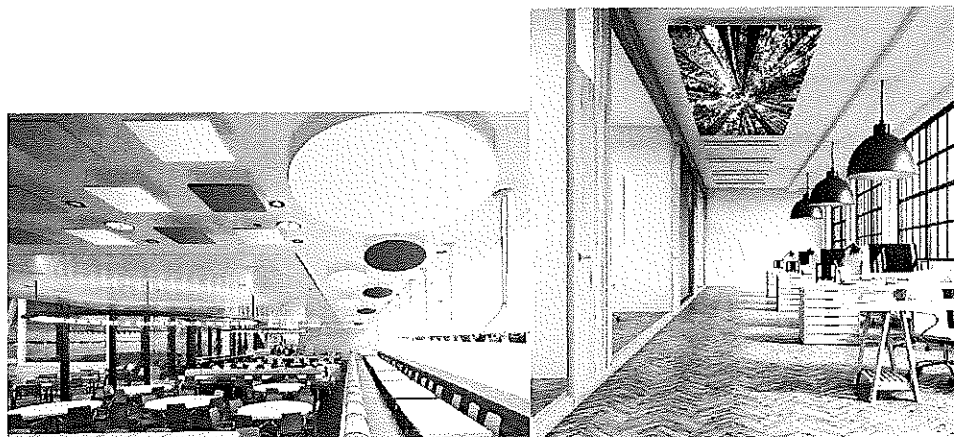
COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets and Services														
MEETING DATE AND TIME	3 rd December 2020	LOCATION	Zoom												
REPORT FROM	Town Hall Manager – Mark Worthington														
AGENDA ITEM	14														
REPORT TITLE	Town Hall Acoustic Absorption Survey														
Background	<p>On 15th September 2020 the Town Hall, Services and Asset Committee received a report detailing options available for future hybrid meetings within the Town Hall. As part of the discussion around this subject the acoustic qualities of the Town Hall were brought into question, it was felt that any potential improvements made to video conferencing equipment could be let down by the poor acoustic qualities of the meeting rooms. For this reason, as part of the process to research improvements for hybrid meetings, it was actioned to also research the possibilities for improving the acoustic damping within the Town Hall meeting rooms.</p>														
Updates	<p>A local soundproofing company have provided information and an initial costing for acoustic absorption improvements for the Bridestones Suite and Spencer Suite. A site visit would be required to provide an initial costing for any improvements to the Grand Hall due to size.</p> <p>A target Reverberation Time (Rt) would be achieved with the installation of acoustic wall and ceiling panels in order to achieve the required speech clarity. The chart and images below detail the size, quantity and position of panels required for each room.</p> <table><tr><td>Bridestones Suite</td><td>Number of Panels</td><td>Size of Panels</td></tr><tr><td></td><td></td><td></td></tr><tr><td>Ceiling Panels</td><td>16</td><td>2400mm x 1200mm x 40mm</td></tr><tr><td>Wall Panels</td><td>12</td><td>2400mm x 1200mm x 40mm</td></tr></table> <div></div>			Bridestones Suite	Number of Panels	Size of Panels				Ceiling Panels	16	2400mm x 1200mm x 40mm	Wall Panels	12	2400mm x 1200mm x 40mm
Bridestones Suite	Number of Panels	Size of Panels													
Ceiling Panels	16	2400mm x 1200mm x 40mm													
Wall Panels	12	2400mm x 1200mm x 40mm													

Spencer Suite	Number of Panels	Size of Panels
Ceiling Panels	0	0
Wall Panels	4	2400mm x 1200mm x 40mm
Wall Panels	4	1200mm x 600mm x 40mm



The acoustic panels are Wallsorba Type C - Shadow Joint Acoustic wall panels and are available in a variety of colours, shapes and designs (see images below). The panels are a high specification acoustic, sound absorbing panel and are used extensively in multipurpose halls, open plan offices, conference suites and studios.



Our local Conservation Officer has been contacted to ascertain if this acoustic absorption option would be viable due to the Grade II* Listing of the Town Hall.

Decision Request

To receive this report and consider, if within the Grade II* Listing of the Town Hall, these acoustic absorption panels would be an option to work alongside any future video conferencing system.