

Whitchurch Town Council

Civic Centre
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Cultural & Civic Centre Committee

Minutes of the Committee meeting held via Zoom on Thursday 3rd December 2020 at 8pm.

Present: Cllrs Vasey, Hamlyn, Duffy, Hall, S. Radford.

In attendance:

Gillian Bailey, Locum Support Officer
3 x members of the public
Paul Holt
Peter Allman

The Chair advised that this meeting would be recorded. Cllr Hall confirmed that he was also recording the meeting.

71. Apologies

Cllr Gregory-Peake – stuck in traffic
Cllr Snell – technical difficulties

72. Declarations of interest

There were no declarations of interest.

73. Public Participation

After a proposal by Cllr Vasey, seconded by Cllr Hall it was **CCC/52/2021 RESOLVED** to suspend Standing Orders for the purpose of public participation.

It was asked if a working group been set up for users and Councillors to look at the civic centre. Concerns were expressed about the effect of the installation of raked seating on the Whitchurch Operatic Society productions.

Information was given on a recent poll undertaken by the Facebook group 'Whitchurch, Shropshire, have your say'.

- 83 wanted the swimming pool re-opened
- 32 wanted the parks and play equipment improved
- 25 wanted CNE up and running
- 13 wanted wildflower meadows and wildlife initiatives
- 11 wanted improvements for youth
- 5 wanted a freeze on the Town Council budget
- 5 wanted a consultation and review of traffic in the high street
- 0 wanted raked seating in the Civic Centre.

Following a proposal from Cllr Vasey, seconded by Cllr Duffy it was **CCC/53/2021 RESOLVED** to reinstate Standing Orders.

74. Minutes

Following a proposal from Cllr Duffy, seconded by Cllr Hamlyn it was **CCC/54/2021 RESOLVED** to confirm that the minutes of the Cultural & Civic Centre committee meeting held on 5th November 2020 are an accurate record of that meeting.

The Chair to sign and return copies to the Council offices.

75. Accounts

Following a proposal from Cllr Duffy, seconded by Cllr Hamlyn it was **CCC/55/2021 RESOLVED** to accept the Month 7 accounts as presented.

It was noted that the water rates were still in dispute.

76. Council Resolution Record

There were no resolutions to be signed off at this meeting.

77. Civic Centre Boiler Repair

Following a proposal from Cllr Hall, seconded by Cllr Duffy it was **CCC/56/2021 RESOLVED** to undertake essential boiler repairs.

78. Bar Licence Update

To receive an update on the Bar Licence. The Acting Town Clerk was not available to give an update. Cllr Hall reported that he had spoken to the licensee. The current situation needs clarification, it could take time for the brewery to remove the equipment if required.

79. Bar Lounge Refurbishment

The committee discussed the report presented to the committee. It was agreed that to progress this project, more information was needed on the scope of the project and the required technical resolutions for any structural changes to the room. Following a proposal by Cllr Duffy, seconded by Cllr Hamlyn it was **CCC/57/2021 RESOLVED** to appoint AC Architecture to prepare plans and designs for the Bar Lounge refurbishment.

The locum support officer was asked to negotiate the exclusion of the 3D plans if this would reduce costs.

80. Stage Lighting Upgrade

The committee have received three quotations for the stage lighting as specified. With technical support from Paul Holt and Peter Allman Councillors discussed the proposals.

It was generally agreed that:

- the budget did not allow for the purchase and installation of the whole specification
- there are works that must be prioritised as a matter of urgency for safety reasons
- additional lanterns and LEDs could be added at a later stage.

The locum support officer advised that at the current level of estimated cost the contract would be subject to the procedure for contracts over £25,000. Should there be any significant changes to the specification the companies supplying the original quotations should be invited to re-quote.

Following a proposal by Cllr Vasey, seconded by Cllr Hall it was **CCC/58/2021 RESOLVED** to prepare two value for money proposals to make a safe operating system to use the current lighting stock with the ability to enhance with LED where required

The Chair thanked Paul Holt and Peter Allman for their valuable contributions.

81. Budget Setting 2021-2022

The locum support officer detailed some of the updates in the budget:

- Increase in budget for the Blackberry Fair - £2,500
- Increase in professional fees - £1,000
- Decrease in costs for putting up Christmas lights
- £5,000 in capital expenditure for sound

Cllr Hall suggested that some savings could be made on the BID budget.

Following a proposal by Cllr Hamlyn, seconded by Cllr Duffy it was **CCC/59/2021 RESOLVED** to approve the budget for 2021-2022.

82. Confidential Business

There was no confidential business.

There being no further business the meeting finished at 21:32.

Signed

Date