

Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Town Hall Committee
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 6th January 2004 at 8.00pm.

Present Chairman – Councillor J L Jones
Vice-Chairman - W H Evans
Deputy Mayor - Mrs S M Cox,
Councillors –G A Cox, and J R Harris

In Attendance:

Town Clerk - Mr Andrew Davies.

- Item 1: Apologies for Absence.**
Councillors - V W Eveleigh and Councillor H W Field
- Item 2. Declaration of Interests.**
None.
- Item 3: Matters arising from the Committee meeting held on 2nd December 2003.**
No matters arising.
- Item 4: Matters arising from the Full Council meeting held on 16th December 2003.**
No matters arising.
- Item 5: Town Hall - Rolling Programme.**
a) Window above porch, Main entrance.
The Town Clerk confirmed that the repair work to the window should be started in January.
- Item 6: Disability Rights Commission – Access Audit.**
a) Draw up plans for WC for disabled persons.
The plans are in the process of being drawn up.

b) Handrail on internal stairs (west entrance)
The Town Clerk advised that the major part of the work has been completed and all that remains is for the roundels to be machined to match existing. Once the work is complete, the handrails will require staining/varnishing.
- Item 7: Correspondence.**
7.1 Letter received from Rotary Club Cowbridge regarding the response from the Town Council to their request to display event banners on the front of the Town Hall.
Noted.

7.2 Letter received from Bank of Scotland regarding insurance for the dishwasher recently installed in the Lesser Hall. The letter advised that the equipment should be included within the existing insurance policy of the Town Council and that evidence should be produced in confirmation.
Noted
The Town Clerk confirmed that arrangement would be made for it to be covered with Zurich Insurance Company.

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Item 7: Correspondence. (continued)

7.3 Letter received from Henry Howard Finance in acknowledgement of the leasing contract for the dishwasher in the Lesser Hall.

Noted.

7.4 Notification of gas price increase received from British Gas.

Noted.

Item 8: Any other business.

8.1 The Town Clerk advised members of the following items:

i) Smashed window in the Lesser Hall – Probably occurred on Boxing Day. Steps have been taken for its repair and the damage has been reported to the police.

ii) There is a problem with the synchronisation of the time shown on the Town Hall Clock and the hourly strike. This requires specialist attention and the engineers have been contacted. They are due attend a week Wednesday (14 January).

ii) All the boilers in the Town Hall have been serviced and the report from the service engineers confirmed that the main boiler is running efficiently. However, because of its age, the report warned that spare parts could pose a problem. One heating pump is no longer operational and members agreed that a replacement should be fitted.

8.2 Members discussed the problem of posters being affixed to doors of the Town Hall using sellotape or similar and agreed that the matter should be drawn to the attention of the perpetrators if known.

Item 10: Date and Time of next Meeting

Tuesday 3rd February 2004 at 8.00pm.

Councillor J L Jones
Chairman.