

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 2009 at 8.00pm.

Present Chairman – Councillor A Thomas
Mayor – Councillor D W Morris
Deputy Mayor – Councillor J R Harris
Councillors: D E Magnay, and L E Taylor.

In Attendance:
Town Clerk - Mr Andrew Davies.

Item 1: Apologies for Absence.
Councillors: G A Cox, Mrs A E Harding and Mrs S Massey.

Item 2: Declarations of Interest.
None.

Item 3: Matters arising from the Committee meeting held on 2nd December 2008.
3.1 Letter from Mr R Wilson in respect of the hiring of the Town Hall on
29th November 2008.
Noted.

Item 4: Matters arising from the Town Council Meeting held on 16th December 2008.
4.1 To consider quotation received from Mr S Dickenson, Evac+Chair International Ltd who carried out a survey of the access to the Main Hall via the stairs at the West Entrance and the main stairs at the front of the building. Mr Dickenson reported that the standard Evac+Chair is unsuitable for either staircase and therefore the only solution would be the Ibex Transeat option. However the transeat requires two able-bodied persons to operate it and they would require training in its use. The total cost of one chair including delivery and fitting is £1,124. Members of the committee agreed that the product only covers the event of evacuation from the first floor and does not address access plus the need for it to be operated by two ‘able-bodied’ and trained persons.
Recommended that the matter be noted.

Item 5: Temporary Events Notices.
The Town Clerk confirmed that he has written to Mr Aneurin Hughes, Senior Licensing Officer at the Vale of Glamorgan Council accepting his offer to meet with members to discuss licensing issues pertaining to the Town Hall.

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- Item 6: Rolling Programme 2008/2009.**
a) Refurbishment of outside lantern
The Town Clerk confirmed that he and the Amenity Supervisor had cleaned the lantern.
Members of the committee decided that no further action is required at this time.
- b) Staff toilet.
The Town Clerk confirmed that he has written to Mr Evans of Cardiff and Vale Ceramics confirming acceptance of his quotation and that he should contact the Town Hall to agree a suitable start date for the work to proceed.
- Item 7: Lesser Hall Kitchen.**
Members of the Committee considered the quotation in the sum of £402.50 (including VAT) received from Mr D Greenslade to supply and fit two new base units with lockable doors beneath the existing worktops.
Proposed by Councillor J R Harris, seconded by Councillor L E Taylor, that the quotation is accepted.
Recommended as proposed.
- Item 8: Correspondence.**
8.1 Letter received from War Memorial Trust confirming that authorisation has been made for the grant in the sum of £639 be paid to the Town Council via the BACS system. The letter also gave details of the UK National Inventory of War Memorials and a guide sheet with advice and guidance on the maintenance of war memorials.
Noted.
- Item 9: Matters to be discussed at the discretion of the Chairman.**
9.1 Councillor J R Harris raised the question of new notice boards for the front of the Town Hall and it was agreed that the Town Clerk should pursue earlier enquiries made with HM Parc Prison and brochures obtained from Harry Stebbing and Leander Architectural.
- Item 10: Date and Time of next Meeting**
Tuesday, 3rd February 2009 at 8.00pm.

Councillor A Thomas
Chairman.