

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Meeting of the Town Hall Committee**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Tuesday 8<sup>th</sup> March 2005 at 8.00pm.**

**Present** Chairman - Councillor W H Evans  
Vice Chairman – Councillor A Thomas  
Deputy Mayor - Councillor Mrs G Baty  
Councillor - J R Harris

**In Attendance:**

Town Clerk - Mr Andrew Davies.

**Item 1: Apologies for Absence.**

Councillors G A Cox, Mrs S M Cox, H W Field and Mrs M Williams MBE

**Item 2: Declarations of Interest.**

None.

**Item 3: Matters arising from the Committee meeting held on 8<sup>th</sup> February 2005**

3.1

Councillor J R Harris referred to item 9 in respect of the C.A.S.H. Grant application.

Councillor W H Evans confirmed that a quotation has been received from Astec Joinery at Llandow for two styles of notice boards. After discussion it was agreed that further information should be sort for inclusion for the oak to be treated, the fixing of the notice boards and for the name of the Town Council to be included. A price has also been obtained from another company, Harry Stebbings Ltd, and it was suggested that a third one is obtained locally.

The Town Clerk confirmed that he has made arrangements for Floodlighting and Electrical to provide a quotation to upgrade the electric supply in the 'annexe' kitchen on the first floor. This will enable use of portable catering equipment to be used. The company are due to carry out the annual electrical testing required for the Public Entertainment Licence on Thursday.

**Item 4: Matters arising from the Full Council meeting held on 22<sup>nd</sup> February 2005**

No matters arising.

**Item 5: Town Hall - Rolling Programme 2004/2005**

a) Cell in Mayor's Parlour (ceiling).

(i) Letter received from Nick Lloyd, Conservation Officer, Vale of Glamorgan Council requesting that lime mortar is used for the repairs to the crack in the cell off the parlour and museum cell no.7

**Noted.**

The Town Clerk advised Members that further work to the cells has been agreed with the contractor and that they have to also 'make good' the repair work and fill the cracks using lime mortar at no additional cost.

**Item 6: Disability Rights Commission – Access Audit Rolling Programme**

*Financial year 04/05*

a) WC for disabled persons.

The Chairman advised that the toilet was almost finished and that shelving is being provided in the newly made cupboard and also in the existing storeroom. This will compensate for the loss of storage in the storeroom when the new toilet was built.

**Item 7: Correspondence.**

7.1

Letter received from the Cowbridge Charter Trust giving further details about the ‘time capsule’, which is to be buried beneath the floor of museum cell number 1. It is hoped that the burial of the capsule is finalised by 14<sup>th</sup> May. Its details are to be registered with an official agency in the United States and that provision is made for it to be opened on 13<sup>th</sup> March 2254, the 1000<sup>th</sup> Anniversary of the First Charter.

It is hoped for the necessary excavation to take place shortly, which will be supervised by Mr Ray Capel, a Field Archaeologist.

**Noted.**

Members queried why an Agency in America is being used rather than in the U.K. It was agreed that the Town Clerk would seek confirmation.

**Item 11: Any Other Business.**

11.1

The Town Clerk confirmed that the application for the Public Entertainment Licence has been submitted.

11.2

Members were advised that the Town Clerk made an extensive tour of the Town Hall with Mr Jim Jones of Andrew James Partnership to examine any possibilities for disabled access to the first floor. It was apparent that due to the nature of the architecture of the building and the constraints of it being a listed building, there is no obvious or feasible solution to the matter.

**Item 12: Date and Time of next Meeting**

Tuesday 5<sup>th</sup> April 2005 at 8.00pm.

Councillor W H Evans  
**Chairman.**