

**Cowbridge with Llanblethian Town Council**  
**Minutes of the Meeting of the Town Hall Committee**  
**held in the Council Chamber, Cowbridge Town Hall,**  
**on Wednesday 5<sup>th</sup> March 2008 at 8.00pm.**

**Present** Chairman – Councillor W H Evans (arrived item 8)  
Vice Chairman – Councillor A Thomas  
Deputy Mayor – Councillor D W Morris  
Councillors: G A Cox and J R Harris

**In Attendance:**  
Town Clerk - Mr Andrew Davies.

*The meeting was chaired by the vice-chairman for its duration in the initial absence of the chairman.*

**Item 1: Apologies for Absence.**  
Councillors: H Ll-Morgan, L E Taylor and Mrs M Y Williams MBE.

**Item 2: Declarations of Interest.**  
None.

**Item 3: Matters arising from the Committee meeting held on 5<sup>th</sup> February 2008.**  
No matters arising.

**Item 4: Matters arising from the Town Council Meeting held on 19<sup>th</sup> February 2008.**  
No matters arising.

**Item 5: Rolling Programme 2007/2008**  
a) Re-decoration (External).  
No matters arising.

**Item 6: Steps to Stage.**  
The Town Clerk confirmed that the steps have been ordered and are due to be delivered before the end of March.

The Town Clerk confirmed that he has sought the advice of the council's insurance company and that public liability covers the stage area in the event of any accident. The insurance company recommended that now the risk of using the stage for food has been identified and the council has taken steps to remedy this, the hiring conditions should also inform hirers of the risk and point out that it is inadvisable to use the stage for the purpose of serving food and that if it is used then is at the hirer's own risk.

Members of the committee agreed that this information should now be incorporated in the hiring conditions

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- Item 7:**           **War Memorial – Additional Name.**  
7.1               Information received from Commonwealth War Graves Commission and War Memorials Trust. The information advised that the additional name could be added to the memorial despite appearing elsewhere. Advice was given about a small grant that can be applied for in respect of work being carried out to memorials.  
**Proposed** by Councillor J R Harris, seconded by Councillor D W Morris that a quotation is obtained for an additional name to be added and in addition that a separate quotation is obtained for the existing names to be re-highlighted with the view to a grant application being made.  
**Recommended** as proposed.
- Item 8:**           **Council Chamber - Loop System.**  
The Town Clerk advised that JPL systems have replaced the amplifiers and microphones in both the Council Chamber and Lesser Hall and this has resulted in an improvement to 'loop' facility in both rooms. There is still electrical interference in the chamber but this is caused by an external source.
- Item 9:**           **C.A.S.H. Grant Scheme.**  
No matter arising.
- Item 10:**         **Temporary Events Notices.**  
The Town Clerk advised members of the committee that the twelve Temporary Events Notices allowed for the Town Hall for this year have already been used up. The Town Clerk circulated a draft letter that he is sending to the Vale of Glamorgan Licensing department for an explanation to be given on why the two halls (lesser and main) cannot be treated as separate areas and twelve temporary events notices allocated to each.  
**Proposed** by Councillor A Thomas, seconded by Councillor J R Harris that the letter should be sent forthwith.  
**Recommended** as proposed.
- Item 11:**         **Correspondence**  
Letter received from the Museum Trust to seek approval for work to be carried out in cell three involving re-painting the walls and ceilings with lime wash and put up some additional battens in order to display information.  
Members of the committee **recommend** that approval is given.
- Item 12:**         **Matters to be discussed at the discretion of the Chairman.**  
None.
- Item 13:**         **Date and Time of next Meeting**  
Tuesday 8<sup>th</sup> April 2008 at 8.00pm.

Councillor W H Evans  
**Chairman.**