

Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Town Hall Committee
held in the Council Chamber, Cowbridge Town Hall,
on Wednesday 5th May 2004 at 8.00pm.

Present Chairman – Councillor J L Jones
Mayor - Councillor H W Field
Deputy Mayor – Councillor Mrs S M Cox
Councillors – G A Cox.

In Attendance:
Town Clerk - Mr Andrew Davies.

Item 1: Apologies for Absence.
Councillors W H Evans, V W Eveleigh and J R Harris

Item 2. Declaration of Interests.
Councillor Mrs S M Cox – any matter relating to Cowbridge Charter Trust.

Item 3: Matters arising from the Committee meeting held on 6th April 2004.
No matter arising.

Item 4: Matters arising from the Full Council meeting held on 20th April 2004.
No matter arising.

Item 5. 'Duty to manage' Asbestos
5.1 Letter received from 'Global Asbestos' offering to provide a free quotation to carry out a survey of the Town Hall to identify whether any asbestos is present in the building.
Noted.
Members are aware that there is now a duty to manage asbestos should there be any present in a public building.
The Committee agreed that the Vale of Glamorgan Council should be contacted first to find out whether it is able to assist or advise in this matter. It was also suggested that NALC is contacted to see whether other community councils are aware of their responsibilities.

Item 6: Town Hall - Rolling Programme.
a) Cell in Mayor's Parlour (ceiling)
Members agreed that the investigation into the cause of the problem needs to be investigated urgently.
Proposed by Councillor H W Field seconded by Councillor G A Cox that Mr Jim Jones of Andrew James Partnership be requested to draw up the necessary plans of the building, should none be forthcoming from the County archivist and carry out a survey of the area in question.
Resolved as proposed.

Item 7: Disability Rights Commission – Access Audit.
Financial year 04/05
a) Draw up plans for WC for disabled persons.
No matters arising.

Item 8 Correspondence.

8.1 Letter received from the Vale of Glamorgan Council confirming that the Public Entertainment Licence for the Town Hall has been granted.

8.2 Letter received from Gasforce offering their services to inspect the electricity appliances in the Town Hall Building.

Noted.

The Town Clerk confirmed that this is carried out annually through the Vale of Glamorgan Council.

Item 9 Any Other Business.

9.1 The Town Clerk advised members that as the result of a recent hiring, part of the bond surrendered in lieu of the booking has been retained as the result of extra work required by members of staff and part of the facilities being unavailable for subsequent hirers, causing them an inconvenience. Members of the committee supported the action taken by the Town Clerk and agreed that the conditions of hire should be placed on the agenda for review at the next committee meeting.

9.2 Councillor Mrs S M Cox referred to the refrigerator provided for use by hirers in the lesser hall kitchen. The size and style of the refrigerator is such that its use is very restrictive.

Members agreed that in the first instance, the Town Clerk should investigate costs of larger ones.

Item 10: Date and Time of next Meeting

Tuesday 8th June 2004 at 8.00pm.

Councillor J L Jones

Chairman.