

Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Town Hall Committee
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 8th June 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, W H Evans, and J R Harris

In Attendance:
Town Clerk - Mr Andrew Davies.

- Item 1: Apologies for Absence.**
Councillors V W Eveleigh.
- Item 2. Declaration of Interests.**
None.
- Item 3: Matters arising from the Committee meeting held on 5th May 2004.**
No matters arising.
- Item 4: Matters arising from the Full Council meeting held on 18th May 2004.**
No matters arising.
- Item 5. Review of Hiring Conditions.**
Members were each circulated with a copy of the conditions and only one amendment is recommended. This relates to the second paragraph on page three “ The use of portable Gas Heating or Cooking Appliances is prohibited within the Town Hall premises.” It is **recommended** that the words ‘*without prior permission*’ are added.
- Item 6: ‘Duty to Manage’ Asbestos.**
The Town Clerk confirmed that he had been in touch with the ‘Asbestos Officers’ at the Vale of Glamorgan Council, Mr Stiff and Mr Twigg, who had both visited and walked around the building and will advise this Council of the cost of carrying out a survey in due course. In addition to the Town Hall they also looked at the old boiler house, the shed at the Limes and the lock up at in the cemetery all of which will also require a survey and will be incorporated in the costs.
- Item 7: Refrigerator – Lesser Hall.**
Members agreed that the next committee should make any decision in this matter and when perhaps the kitchen might be considered as a whole.
- Item 8: Town Hall - Rolling Programme.**
a) Cell in Mayor’s Parlour (ceiling)
Members agreed that Andrew James Partnership should carry out a survey of the building to establish the extent of the problem.
- Item 9: Disability Rights Commission – Access Audit.**
i) WC for disabled persons.
No matters arising.

Item 10: Correspondence.

10.1 None.

Item 11: Any Other Business.

11.1 The Town Clerk advised members that the clock in the chamber has been removed for servicing and repairs to be carried out. The cost will be approximately £180.00

11.2 Councillor Mrs S M Cox mentioned the catering facilities for the main hall and it was agreed that this should be investigated by the next committee with a view to being placed on the rolling programme.

11.3 The Town Clerk advised that the flower troughs and baskets will be going up this week and in order to make watering easier and safer he will purchase a hose and watering attachment. Members agreed on this course of action being taken.

11.4 Members discussed and agreed that the next print of the Council's headed paper should include the web site and email address.

11.5 Councillor Mrs S M Cox referred to European Heritage Day and suggested that artefacts, such as any freedom caskets and/or documents relating should be obtained from the Glamorgan Records Office for display. The Town Clerk added that it is unlikely that the stocks will be available this year as every time they are assembled and dismantled, their condition deteriorates. Members agreed that items from the Records Office should be sufficient along with the usual memorabilia.

The Chairman closed the meeting and thanked the members for their support during the year and thanks was reciprocated to the chairman for all his hard work.

Item 12: Date and Time of next Meeting

Tuesday 6th July 2004 at 8.00pm.

Chairman.