

**Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Town Hall Committee
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 7th October 2008 at 8.00pm.**

Present Chairman – Councillor A Thomas
Vice Chairman – Councillor G A Cox
Mayor – Councillor D W Morris
Deputy Mayor – Councillor J R Harris
Councillors: D E Magnay and Mrs A E Harding,

In Attendance:
Town Clerk - Mr Andrew Davies.

Item 1: Apologies for Absence.
Councillors Mrs S Massey and L E Taylor,

Item 2: Declarations of Interest.
None.

Item 3: Matters arising from the Committee meeting held on 7th September 2008.
No matters arising.

Item 4: Matters arising from the Town Council Meeting held on 16th September 2008.
No matters arising.

Item 5: Temporary Events Notices.
It was agreed that the Town Clerk writes to the Vale of Glamorgan Licensing Department in order to clarify whether a premise with a Premise Licence can transfer responsibility for the licence to a hirer from the designated premise supervisor.

Item 6: Rolling Programme 2008/2009
a) Refurbishment of outside lantern
No matters arising.

b) Staff toilet.
No matters arising.

Item 7: Lesser Hall Kitchen.
The Chairman and Town Clerk will discuss the requirements of the WRVS at the next lunch club.

Item 8: War Memorial – Additional Name.
The Town Clerk advised the Committee that he now has three quotations which will enable an application to be submitted to the War Memorial Trust.

Item 9: Provision of drinking water at Council meetings.
Members agreed that this should be given a trial with of a jug of water plus 3-4 glasses and coasters being provided in the Chamber.

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Item 10: Correspondence.

10.1 To consider an email received from Mr Carmichael in respect of the provision of a lift to the first floor.

Recommended that the Town Clerk advise Mr Carmichael that the Town Council has already carried out a thorough investigation and taken reasonable steps as required by the Act, into the possibility of providing a lift to the first floor of the Town Hall. In line with other similar listed buildings and from the findings of an independent feasibility study carried out as well as the costs involved the provision of a lift or stair lift is unfortunately not possible.

10.2 Letter received from Vale of Glamorgan Council in respect of the grant towards the Christmas celebrations. The letter advised that the Legal Department were awaiting instructions.

Noted.

Item 11: Matters to be discussed at the discretion of the Chairman.

11.1 The Town Clerk advised member that a window had been broken overnight on the 20th September and that Mr James, the Amenities Supervisor, had replaced it.

11.2 The Town Clerk to investigate the cleaning of the windowsill of the window above the main stairs.

11.3 **Recommended** that the carpet in the Mayor's Parlour is professionally cleaned.

Item 12: Date and Time of next Meeting

Tuesday, 4th November 2008 at 8.00pm.

Councillor A Thomas.

Chairman.