

**Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Town Hall Committee
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 4th November 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: Mrs A E Harding, D E Magnay, Mrs S Massey and L E Taylor.

In Attendance:
Town Clerk - Mr Andrew Davies.

Item 1: Apologies for Absence.
All members present.

Item 2: Declarations of Interest.
None.

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

Item 4: Matters arising from the Town Council Meeting held on 21st October 2008.
No matters arising.

Item 5: Budget 2009/2010.
The committee discussed the budget for 2009/2010.
Proposed by Councillor J R Harris, seconded by Councillor D W Morris and **resolved** that a recommendation will be made to the Finance and General Purposes Committee for the Town Hall running costs to be increased by 10% to £32,000 and that capital expenditure is maintained at £5,000.

Item 6: Temporary Events Notices.
The Town Clerk advised that he has written to the Licensing Department to seek its views on the requirements of a Designated Premise Supervisor in relation to a Premise Licence in respect of the sale of alcohol.

Item 7: Rolling Programme 2008/2009.
a) Refurbishment of outside lantern
No matters arising.

b) Staff toilet.
The Chairman advised the committee that he has contacted a ‘tiler’ and will arranged for him to give a quotation and further enquiries will be made regarding a carpenter.

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- Item 8: Lesser Hall Kitchen.**
The Chairman confirmed that discussions have been held with the WRVS who advised that they require replacement cupboard space rather than additional space. The height of the worktop prevents the use of 'off the shelf' units and a carpenter will be sought to cost the provision of 'built-in' cupboards.
- Item 9: War Memorial – Additional Name.**
9.1 To note letter received from the War Memorial Trust in which it was confirmed that the application for a grant to add the new name to the inscription and also to re-enamel the existing letters has been successful. The Town Clerk reported that work to the memorial has started and it is hoped that the work required will be completed before Remembrance Sunday
- Item 10: To consider service boiler report.**
Members considered and noted the findings of the report.
- Item 11: Correspondence.**
11.1 To note letter received from TV Licensing confirming that they would be inspecting the Town Hall premises as a matter of course.
Noted.
- Item 12: Matters to be discussed at the discretion of the Chairman.**
No matters arising.
- Item 13: Date and Time of next Meeting**
Tuesday, 2nd December 2008 at 8.00pm.

Councillor A Thomas.
Chairman.