

**Cowbridge with Llanblethian Town Council
Minutes of the Meeting of the Town Hall Committee
held in the Council Chamber, Cowbridge Town Hall,
on Tuesday 2nd December 2008 at 8.00pm.**

Present 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 and L E Taylor.

In Attendance:
Town Clerk - Mr Andrew Davies.

Item 1: Apologies for Absence.
Councillors Mrs S Massey and A Thomas

Item 2: Declarations of Interest.
None.

Item 3: Matters arising from the Committee meeting held on 4th November 2008.
The Town Clerk referred to Item 9.1 and advised that he had received confirmation from the War Memorial Trust that approval for payment of the grant towards the work carried out has been agreed.

Item 4: Matters arising from the Town Council Meeting held on 18th November 2008.
Item 9d – Lesser Hall Kitchen – Councillor Mrs A Harding advised that she has spoken to Councillor A Thomas and provided information regarding provision of additional cupboards.
Item 9d – Disabled access – Information has been provided by Councillor A Banks regarding a company called ‘Evac + Chair International’ Limited who can offer a free site survey.
It was agreed by members of the Committee that a site survey should be arranged with the company.

Item 5: Temporary Events Notices.
5.1 Letter received from Mr A Hughes, Senior Licensing Officer at the Vale of Glamorgan Council, which addressed the matters raised by the Town Council and offering to meet with members to discuss the implications of the Licensing Act 2003.
Recommended that Mr Hughes is invited to come along to the Town Hall and meet with a number of members of the Town Hall committee.

Item 6: Rolling Programme 2008/2009.
a) Refurbishment of outside lantern
The Mayor, Town Clerk and Amenity Supervisor will, subject to weather conditions, inspect and clean the lantern shortly.

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- Item 6:** **Rolling Programme 2008/2009 (Continued).**
b) Staff toilet.
The Committee considered two quotations that had been received.
Proposed by Councillor J R Harris, seconded by Councillor Mrs A E Harding and **resolved** that the quotation from Cardiff and Vale Ceramics in the sum of £650 be accepted.
- Item 7:** **Lesser Hall Kitchen.**
Dealt with under Item 4.
- Item 8:** **Correspondence.**
8.1 Letter received from Mossfords Monumental Sculptors offering a maintenance programme for the War Memorial outside the Town Hall at an annual cost of £495. This would include three visits per year and each visit would involve professional cleaning including the plinth area, all joints being inspected and repaired as necessary, any touch up repainting of the lettering being carried out and the provision of an annual report.
Proposed by Councillor J R Harris, seconded by Councillor D W Morris, that this matter be noted.
Recommended as proposed.
- Item 9:** **Matters to be discussed at the discretion of the Chairman.**
9.1 The Town Clerk drew the Committee's attention to a number of matters involving a recent hirer of the Town Hall, which included broken glass, which had health and safety implications.
The Committee agreed that a letter should be sent to the hirer expressing the disappointment of the Town Council regarding the lack of care and consideration shown.
- Item 10:** **Date and Time of next Meeting**
Tuesday, 6th January 2009 at 8.00pm.

Councillor G A Cox
Chairman.