

**PREMISES COMMITTEE MEETING****MONDAY, 28<sup>TH</sup> JANUARY 2019**

**Present:** Cllr J. Hart (Chair), Cllr P. Allen, Cllr P. Conquest, Cllr B. Cutts, Cllr J. Godwin, Cllr M. Johns, Cllr J. Lynch, Cllr D. Reynolds, Cllr L. Samiotis

1. **Apologies for Absence**

Cllr S. McMurray

2. **Declarations of Interest**

None

3. **Open to the Public**

No members of the public were present.

4. **Minutes of Meetings****Proposal**

Cllr Godwin proposed that the Minutes of the Premises Committee Meeting held on Monday, 19<sup>th</sup> November 2018 be signed by the Chair as a true record; seconded by Cllr Johns; all in favour

5. **Matters Arising from the Minutes****Minute Page 18/11/149**

The Clerk informed the committee that the TC has received a contribution of £500.00 from The Combined Charities towards the school crossing patrol on Vernon Road for 2018/19. The committee agreed for a letter of thanks to be sent to the charity.

Cllr Cutts raised concerns over the condition of Towbury Lane, which already has large potholes but recently was dug to link utilities to the development of three new properties. The Clerk advised that reinstatement of the road forms part of the planning permission and should be resurfaced by the developer on completion.

6. **Towcester Youth & Community Centre**

The Clerk confirmed the balance of £89,754.35 in the TY&CC accounts as at 31<sup>st</sup> December 2018. In response to Cllr Lynch's question, the Clerk confirmed that approximately half of this balance should be earmarked for roof repairs, replacement floor coverings and redecoration of the interior and exterior of the premises.

The Clerk confirmed that the Annual Return for the Towcester Youth & Community Centre for the 2017/18 Financial Year was submitted to the Charity Commission in time for the deadline of 31<sup>st</sup> January 2019.

7. **Towcester Town Hall**a) **To receive an update from the Clerk on the Town Hall roof repairs**

The Clerk informed the committee that the repairs carried out in November 2018 had not entirely resolved the ingress of water into the building. The tenant of Office 7 has not reported any further issues; however, there is still a minor leak into Office 6 at times of persistent rain. The roofing contractor returned and was unable to identify any possible causes externally. As such, it was agreed he would attend immediately should there be a recurrence of this problem.

Cllr Godwin suggested a camera be used to investigate any possible cracks in the cast-iron internal down pipes and the Clerk agreed to discuss the potential of this with the contractor.

b) **To note the letter of thanks received from Towcester C of E Primary School**

Cllr Hart read aloud the letter of thanks received from the Head Teacher of Towcester C of E Primary School for its use of the Town Hall on 12<sup>th</sup> December 2018 for its school Christmas production.

c) **Request for Reduced Rates**

Cllr Hart referred to the emailed request received from Miss Grace Hawkins for reduced rates for her potential use of the Town Hall for a charity quiz to raise funds for a World Challenge excursion being organised by Sponne School.

*J. Hart*  
18.1.19

Proposal

Cllr Godwin proposed that Miss Hawkins be offered use of the Town Hall free of charge, except for the caretaking fee; seconded by Cllr Allen; all in favour.

8. The Sawpits Centre

The two quotations received from Video Inn Productions for different types of audio visual equipment were forwarded to committee members prior to the meeting. Concerns were raised with respect to the security and proper use of the equipment and whether a hire charge should be implemented. Further suggestions were made on alternative options for the equipment.

Proposal

Cllr Johns proposed that Cllr Tarbun be approached for further advice on the types of audio visual equipment available which would best serve hirers of The Sawpits Centre; seconded by Cllr Godwin; all in favour.

Proposal

Cllr Godwin proposed that pursuant to the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed concerning:-

- Wage increases 2019/20
- seconded by Cllr Johns; all in favour

*SD Hart*