

CHAPEL-EN-LE-FRITH PARISH COUNCIL

**Minutes of the Meeting of the Town Hall Committee held on
26 November 2020
Virtual Meeting held on Zoom**

Present: Councillors J Adshead, N Gourlay, C Sizeland, Mrs S Walters and S Young

In Attendance: Mrs SE Stockdale – Clerk to the Council

Apologies: None

At the commencement of the meeting there were five members of the public present.

21/202 Election of Chairman

Councillor J Adshead proposed and Councillor Mrs S Walters seconded that Councillor S Young elected as Chairman.

RESOLVED: That Councillor S Young be elected as Chairman until the next Annual Meeting of the Council.

The Vice Chairman of the Council indicated that he would be willing to Chair the Town Hall Committee meetings if Councillor Young was not available at any time.

21/203 Public Speaking

There were no members of the public who wished to speak.

21/204 Terms of Reference

The following amendments were made:

Procedures No 2 was amended with for 12 months deleted and replaced with until the next Annual Meeting of the Council.

Procedures No 3 was deleted.

RESOLVED: That the amended Terms of Reference be adopted.

21/205 Fire Risk Assessment

It was agreed that the quote obtained for the shutter on the serving hatch in the Main Hall be accepted.

Councillor C Sizeland declared an interest in this item as he had supplied details of the Company who quoted for the work.

RESOLVED: That an order be placed for the shutter

21/206 5 Year Plan

It was agreed that all members of the Committee will be supplied with the following information for consideration:

- Quotes for the upgrading of the fire alarm control box
- Quotes for internal CCTV
- Quote for internal ventilation

It was agreed that quotes be obtained for automatic door closers for the internal doors in the event of a fire and that this is added to the Plan.

RESOLVED: That the 5 year Plan as amended is accepted

21/207 Profit and Loss 2019 -2020

The Town Hall is currently subsidised from the Precept and it was agreed that the Committee should consider ways to increase income to reduce the subsidy. The following suggestions will be investigated:

- Consider taking bookings on a Sunday
- Consider if additional office space to let can be made available when the Library Lease is reviewed
- Consider if there is space in the building to let out as an office
- Review the office space that the Council needs

RESOLVED: That the Committee look at ways of increasing income for the Town Hall and arrange to inspect the premises to see if additional office space can be made available to let out.

21/208 Unpaid Invoices over 6 months old

Councillor S Young proposed and Councillor N Gourlay seconded a motion that this item be discussed in confidential business and that members of the press and public be excluded.

21/209

Matters to be discussed after the exclusion of the press and members of the public under the Public Bodies (Admission to Meetings) Act 1960.

RESOLVED: That the Clerk write to a hirer of the Town Hall in respect of a debt over 6 months old to seek to recover the money owed.

There being no further business the Chairman declared the meeting closed at 20.50pm.

CHAIRMAN