

## **BUDLEIGH SALTERTON TOWN COUNCIL**

**MINUTES** of a Meeting of the Public Hall Committee held in the Council Offices, Station Road, Budleigh Salterton on Monday 13 June 2022 on the rising of the Planning Committee.

Meeting commenced at 7.13pm.

### **PRESENT**

Cllr M C Hilliar (Town Mayor)  
Cllr D J Hayward (Deputy Town Mayor)  
Cllr Mrs L D Evans  
Cllr A L Jones  
Cllr Mrs C A Sismore-Hunt  
Cllr D Tate

**Town Clerk:** Mrs J E Vanstone (via Zoom)

**Others Present:** Cllr A F Chaplin and Cllr A J Harris

### **22.056 Election of Chairman**

Only one nomination had been received, that of Cllr Mrs L D Evans, proposed by Cllr Mrs C A Sismore-Hunt and seconded by the Town Mayor, Cllr M C Hilliar.  
The Town Mayor declared that Cllr Mrs L D Evans be appointed as Chairman.

### **22.057 Public Speaking Time**

No Members of the public wished to speak.

### **22.058 Apologies for Absence**

None, all Members being present.

### **22.059 Minutes**

The Minutes of the Meeting of the Public Hall Committee held on 24 January 2022 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

### **22.060 Chairman's Report**

The Chairman Cllr Mrs L D Evans reported that everything in the Hall and Norman Centre had been running quite smoothly. As ever, one or two more regular lets would be welcomed.

Cllr D Tate commented that he had seen the Chairman's posts on Facebook!

### **22.061 Clerk's Report**

Mrs J E Vanstone had nothing to report.

### **22.062 Hall Ventilation**

The Deputy Town Mayor, Cllr D J Hayward gave an update on ways in which ventilation and the exchange of air can be increased in the Public Hall, Norman Centre and Council Offices.

He advised that he had looked into this and had taken on board the information supplied by Cllr A L Jones. He felt that the extractor system already in place should be left alone; it had not been used for a long time and getting it working could be costly. Additionally, the system extracted air into the roof and did not bring new air into the Hall. He said that ventilation and the transference of air was the main issue and as such the Committee should concentrate on getting the window openers working correctly.

The Clerk added that she had contacted a contractor and would arrange for him to visit the Hall when she returned to the office.

Cllr Hayward said he had spoken to MPS Windows and felt it was a fairly easy job. Cllr A L Jones said he still thought the extractor system was the best solution.

After another brief discussion it was agreed that the Clerk should arrange for the window openers to be repaired and the extractor system will be left alone.

#### **22.063 Dormer Windows**

Quotations to replace the six dormer windows of the Public Hall and the electric black-out blinds were received and considered.

The Chairman explained that the lamination on the reverse of the blinds was failing and the motors also needed attention. In addition to this the window seals had failed and were leaking, meaning these windows would need replacing in the next few years. She felt it was sensible to do this work all in one go.

She then explained that the Clerk had contacted three companies for quotations to replace the windows but only one company had provided a quotation. The supply and installation of the blinds and motors was specialist work and therefore only one quotation had been acquired.

It was

**Resolved:** The quotation from MPS for the replacement windows was accepted. It was further

**Resolved:** The blinds and motors would be replaced and the quotation from Sol Komfort was accepted.

#### **22.064 Any Other Business at the Chairman's Discretion**

- The Chairman advised that the Hall Caretaker was away for two weeks from 18 June and she may need some assistance with watering the planters.

There being no further business, the Meeting closed at 7.27pm.

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Chairman

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Date