

BUDLEIGH SALTERTON TOWN COUNCIL

MINUTES of the Meeting of the Public Hall Committee held in the Council Offices, Station Road, Budleigh Salterton on Monday 15 July 2024 on the rising of the Foreshore & Footpaths Committee.

Meeting commenced at 7.38pm.

PRESENT

Cllr W K Wood (Chairman)
Cllr Mrs C M Cunningham
Cllr M C Hilliar (Deputy Town Mayor)
Cllr Mrs M P Lewis

In Attendance: Cllr A F Chaplin, Cllr S J Horn, Cllr D Walsh, Cllr G Woodcraft, Mrs J E Vanstone (Town Clerk) and one member of the public

PART A

24.096 Public Speaking Time

No Members of the public wished to speak.

24.097 Apologies for Absence

Apologies were received and accepted from Cllr Mrs C A Sismore-Hunt (Town Mayor) and Cllr R J Doorbar.

24.098 Declarations of Interests in Items on the Agenda

No interests were declared.

24.099 Minutes

The Minutes of the Meeting of the Public Hall Committee held on 12 February 2024 had been circulated prior to the Meeting. It was unanimously agreed they be signed as a true record.

24.100 Chairman's Report

The Chairman, Cllr W K Wood, reported:

- He and the Clerk had met with the structural engineer to discuss the issues regarding the stage/roof and he had been fairly satisfied with its construction. The extension to the stage was connected to a steel in the roof and the engineer was confident that if it were not, it would have fallen down before now!
- As well as the replacement lighting and audio equipment, it was necessary to replace the curtain fixings which were on domestic tracks. This would mean an additional quotation. He suggested that it was best to shut the Hall for two weeks to do all the work in one go.
- Bagwells had finished the repair in the stage dressing room where some damp had been found but there seemed to be another leak in the roof in the lead valley at the far end of the hall (above the Norman Centre). This could be sealed short term but long term it would need a new lead valley. He had asked the Clerk to get prices for this work.
- Budleigh Information Centre (BIC) would be holding their winter warmer in the Public Hall in November. The hire fee had been waived in 2023 and as the Council was still supporting BIC, he had agreed to waive the fee again this time.
- He and the Clerk had looked at suitable locations to install a water fountain outside the Public Hall. Rather than install it on the external wall he suggested that it be installed on the wall outside the Lower Station Road Car Park toilets. The Clerk had contacted East Devon District Council (EDDC) Property Services and was waiting to hear back from Doug Stanton.
- He and the Clerk, would be undertaking a monthly walk around the Hall to check on health and safety with the Caretaker.

Cllr M P Lewis said a rolling maintenance plan had previously been mentioned and she thought it would be good to ring fence some Council funds. The Clerk suggested that the Finance Committee discuss this at a future meeting. Cllr Lewis also asked if the Station Road Toilets would come under the jurisdiction of the Public Hall Committee. The Chairman advised that was the plan.

24.101 Clerk's Report

Mrs J E Vanstone reported:

- Gala Week had been successful with very little issues in the Hall. She did have a couple of points to raise with the Lions Club and would be contacting them in due course.
- She then advised that the Caretaker was currently off sick having suffered another heart issue. She was unsure how long he would be away but for the time being the Deputy Caretaker was able to cover the absence.

The Deputy Town Mayor Moved that:

Under Section 100(a)(4) of the Local Government Act 1972, the public and press be excluded from the Meeting as exempt information was likely to be discussed.

PART B

The Chairman said he would discuss the following two items together, as one contractor had not supplied separate quotations, as requested!

24.102 Hall Stage Lighting and Audio System

Quotations for replacement stage lighting (both front of house and on-stage) and a replacement audio system had been circulated prior to the Meeting.

The Chairman advised that he and the Clerk had met with one contractor to discuss the additional structural work, which he had raised when submitting his quotation, and possibly draw up a scope of works.

It was agreed that it was difficult to choose a contractor as none of the Councillors were sound/lighting experts. The Clerk explained that she had asked the various contractors to look at the current systems and provide a quotation for something similar.

After some deliberation it was unanimously

Resolved: The quotation from SE was accepted to supply and install the replacement equipment and carry out the remedial structural work.

24.103 Hall Acoustics

Details of an acoustic survey, carried out earlier in the year, had been circulated prior to the Meeting. It was

Resolved: No decision can be made until the Clerk has obtained two further quotations for the supply and installation of acoustic clouds in the main hall. She will contact Budleigh Salterton Cricket Club to find out which company they had used. She explained that it was specialist work so may struggle to get two more quotations.

24.104 Any Other Business at the Chairman's Discretion

No other business was raised.

There being no further business, the Meeting closed at 8.38pm.

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Chairman

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Date