

**MINUTES OF THE MEETING OF THE BUILDINGS COMMITTEE
HELD AT 6.00pm ON WEDNESDAY 13th JANUARY 2016**

Present: Councillors Mrs C. Danter (Chairman), Miss K. Brennan, R. Mills, K. Powell, S. Raywood and A. Smith

Also in attendance Councillor Carter and 2 members of the public

Election of Chairman

It was proposed seconded and

RESOLVED: - that Councillor Danter be appointed Chairman for the meeting

1. Apologies

Councillors P. Workman, J. Badham and Mrs P. Clatworthy

2. Declarations of interest.

Name	Interest
Councillor Brennan	Vintage Fair Agenda Item 16(2), personal interest. Councillor Brennan did not vote

3. Dispensations.

None

4. Minutes of the previous meeting.

RESOLVED: - that the minutes of the meeting held on 25th November 2015 be agreed as a correct record

5. Museum Presentation

Steve Goodchild, Chairman of the Museum Trustees gave the Committee an update on the work of the Museum and the plans to develop a long term strategy for the Museum
The points he made included

- The Museum budget is on programme to breakeven in 2015/16
- Visitors numbers have increase to over 4000 in the current year
- The Museum has an appointed Curator which ensures its continued accredited status
- There are now 15 volunteers helping manage and run the museum
- The Museum does have challenges with space to show its exhibits but this issue needs to be looked at in conjunction with the longer term future of the Museum

He also updated the Committee on the challenges of maintaining the building. Improvements had been made on dampness but the state of the roof remained a major concern. There is a work programme in place for the ongoing maintenance

In relation to funding Mr Goodchild said the most significant obstacle to fund raising is the commitment of the Town Council to the long term future of the museum.

Members discussed the question of ownership and the improvement of the fabric of the building. After discussion it was

RESOLVED: - that the Town Clerk, in consultation with Mr Goodchild, examine options of the Museum and/or Watson Hall Trusts having ownership of the Museum building and the opportunities that might offer for the longer term management of the Museum; the Clerk and Mr Goodchild to report back to the Committee

6. Referral from Town Council - Museum Space

It was noted that the question of space for the Museum was linked to its longer term future and this is now the subject of a report back to the Committee on the future of the Museum

7. Work Programme

RESOLVED: - that the report be noted

8. Risk Report

RESOLVED: - that the report be noted

9. Watson Hall & Town Hall Review Groups

RESOLVED: - that the update be deferred until the next meeting

10. Watson Hall Maintenance Works

Loft Ladder

RESOLVED: - that a replacement ladder be purchased at a cost of up to £300

Watson Hall Floor

RESOLVED: - that Councillors Workman, Danter and Powell advise the Town Clerk on options for repairing the main floor and a report be presented to the next meeting

11. Management of the War Memorial

RESOLVED: - that

- i. The Town Council commit £250 annually to the War Memorial fund. Specifically to cover any minor maintenance; any surplus of that fund to be transferred to the War Memorial bank account in March each year
- ii. The Committee expresses its continuing support for the World Wars Memorial working Group and Councillor Danter is agreed as the Committee's liaison with the Group. (All Town Councillors are free to volunteer to be a member of the Group)
- iii. Councillor Danter report back to the Memorial Group for their views and future commitment as the Group consists mainly of Volunteers from local uniformed groups.

12. Saffron Road Toilets

The Committee noted the interest of Tewkesbury Town Band to purchase the building

RESOLVED: - that

- i. the Town Clerk be instructed to speak with the Tewkesbury Town Band to look at options of them taking over the building
- ii. the Town Clerk report back to the next meeting

13. Budget Position

RESOLVED: - that the budget position be noted

14. Exclusion of the Press & Public

RESOLVED:- that, because of the nature of the following items, the public and press be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960

15. Charging Proposals

RESOLVED: - that

- i. The Town Clerk examine whether VAT has to be added to the Watson Hall charges
- ii. The following charging policy be agreed - Option 2 (Preferred Option)
 - Charge by type of organisation:
 - Commercial companies, including ticketed events = £35/hour
 - Non- commercial and committee based groups with costs shared between members = £20/hour
 - Registered Charities – Discretionary
- iii. For bar hire the hirer is given the Bar Manager's telephone number so they can organise bar hire directly

16. Lettings Update

RESOLVED: - that,

- i. the following lettings be agreed

	Event	Date	Charge £	Comment
1	Tewkesbury Vintage Fair Councillor Brennan declared a personal interest and did not vote	23.04.16	0	Funds raised are donated to local charities
2	Boys Brigade	11.06.16	Discretionary charity rate	
3	Andrew Jones	01.07.16	0	Mr Jones agrees responsibility for managing the whole event
4	Yoga	ongoing	Full commercial rate	No storage available as this space is needed in house

17. Readmittance of the Press and Public

RESOLVED: - that, press and public be readmitted to the meeting.

The meeting ended at 7.45pm.