

**MARLBOROUGH TOWN COUNCIL
PROPERTY COMMITTEE**

Minutes of a meeting of the **Property Committee** which was held on **Monday, 11 November 2019** in the
Council Chamber, Town Hall, Marlborough at 7.00 pm

PRESENT: Councillor G. Loosmore Chairman
Councillor A. Kirk Wilson
Councillor P. Cairns
Councillor S. Price
Councillor A. Wilson

ALSO PRESENT: Mrs S. Parker Town Clerk
Mrs D. Whitehall Administrator

PUBLIC QUESTION TIME

There were no questions.

327/19 APOLOGIES

Apologies for absence were received from Councillors Dow, Fogg and the Town Mayor.

328/19 DECLARATIONS

There were no declarations of interest.

329/19 CHAIRMAN'S ANNOUNCEMENTS

Members would have noted that a new chandelier had been installed in the foyer of the Town Hall, which provided much better illumination and a good impression on entering the building. The original lamp had been taken down and retained.

330/19 MINUTES

RESOLVED: that the minutes of the meeting held 7 October 2019 were approved as a true record and signed by the Chairman.

331/19 TOWN HALL

Members noted the Town Clerk's report and that an architect had been appointed. His proposed approach was considered and it was noted that if works went ahead scaffolding would be needed. The proposed costs of this would be submitted to Full Council in December. As the scaffolding was anticipated to be erected in the spring of 2020, Members asked that this should be brought to the attention of hirers

RESOLVED: that the approach put forward by the Town Council's appointed architect was agreed and that this be signed off

332/19 NEW WORKSHOP AT THE COMMON

Members noted the Town Clerk's report and considered financial implications. With substantial excavation work needed at the site, Members agreed that £25,000 should be allocated to the relevant budget line.

RESOLVED: that the Town Clerk's report was noted and that £25,000 be allocated to the budget for this project in 2020/21

333/19

VENUE HIRE CHARGES

Members noted the Assistant Town Clerk's report. Cllr. Price provided an update on progress with plans to improve the marketing of the Town Hall, which would prioritise marketing the venue for weddings. The Town Hall Marketing Working Party was evolving plans to offer wedding packages as well as conference and party options. Professional photographs had already been produced for use in print and online marketing materials.

Members considered a proposed simplified layout for Town Hall charges for 2020/21. It was noted that for future years this pricing structure should be reviewed.

RESOLVED: (i) the proposed hiring charges and new format for Town Hall hire for 2020/21 were agreed

RESOLVED: (ii) that the agreed hiring charges for the Marlborough Community & Youth Centre for 2020/21 were noted

RESOLVED: (iii) to trial a hiring rate of £5/hour for the community room at Coopers Corner, and undertake a review around access practicalities such as the use of keycodes or key safes

334/19

PROPERTY COMMITTEE – BUDGET SETTING 2020/21

Members considered a draft budget for 2020/21 and discussed amendments including:

- An allocation of £25,000 for the new workshop on The Common
- To allocate £2,000 to the budget line for Town Hall Marketing
- To allocate £25,000 for maintenance of Town Council-owned properties

RESOLVED: to recommend the proposed Property Budget for 2020/21 to Finance & Policy Committee with 2 adjustments

335/19

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting due to the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential and commercial nature of the business to be transacted

336/19

TOWN COUNCIL OWNED PROPERTIES

Members noted the Town Clerk's report and agreed to adopt the Town Council's agent's recommended rental rates with one exception.

The meeting closed at 8.30 pm

Signed:
Chairman

Date: