

**MARLBOROUGH TOWN COUNCIL
PROPERTY COMMITTEE**

Minutes of a meeting of the **Property Committee** which was held on **Monday, 4 October 2021** in
the **Assembly Room, Marlborough Town Hall** at 8.31 pm

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| PRESENT: Councillor Guy Loosmore | Chairman |
| Councillor Mark Cooper | Town Mayor |
| Councillor Mervyn Hall | |
| Councillor Jo Waltham | |
| Councillor Kymee Cleasby | |

ALSO

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|--|---------------|
| PRESENT: Richard Spencer-Williams | Town Clerk |
| Dawn Whitehall | Administrator |

PUBLIC QUESTION TIME

There were no questions.

215/21 APOLOGIES

Apologies for absence were received from **Councillors Fogg, Farrell, Allen, and Davies.**

216/21 DECLARATIONS

There were no declarations of interest.

217/21 CHAIRMAN'S ANNOUNCEMENTS

The programme of work to the Town Hall had been completed since the last meeting. It had been a really good job which had come in under budget. The Chairman thanked all involved for their efforts: Town Council staff and the contractors. The scaffolding and traffic management had been handled well. There had been many appreciative comments on the appearance of the building, and it would be important to maintain it going forward.

218/21 MINUTES

RESOLVED: that the minutes of the meeting held 5 July 2021 were approved as a true record and signed by the Chairman

219/21 REPORT ON TOWN COUNCIL PROPERTIES

The Office Manager's report was noted.

ACTIONS:

- Town Clerk to clarify arrangements with Marlborough Boxing Club for the use (and upkeep of) of the building at Elcot Lane
- Town Clerk to clarify previous years' lease arrangements with the Golf Club
- Town Clerk to provide a report on bus shelters

220/21 NEW WORKSHOP

Members noted the update report. The Town Clerk had recently received more information from agents Woolly and Wallace about progress with the tender process. It might be necessary to schedule an additional meeting once this process was complete. Members raised concerns about rising costs of building materials and whether this would impact the project.

221/21 TOWN HALL

Members noted the report about forthcoming bookings at the Town Hall. Discussion points included:

- How the 2021 bookings compared to 2019, the forecast budget and the previous five years
- Whether facilities could be improved to support corporate events (e.g. microphones)
- Whether more promotion was required, either online, printed brochures or advertising in magazines
- Whether brochures could be printed in time for an event on 26 October
- Whether to arrange a wedding fayre
- Whether the Town Council should run an engagement event to promote the building

ACTION: to print copies of the Town Hall brochure for an event on 26 October

222/21 YOUTH AND COMMUNITY CENTRE

Members noted the report about forthcoming bookings. Discussion points included:

- That many small clubs and groups were still getting back on their feet after the pandemic
- That other, similar venues included Marlborough Scout Hut and Marlborough Town Football Club
- Whether more use of the centre could be offered for youth by creating a budget and working with the Local Youth Network to commission youth services

223/21 DEVELOPMENT PLAN WORKSHOPS

Members reviewed the recent workshop outcomes and felt the following items would fit well under the sponsorship of the Property Committee:

- Climate Emergency
- Maximising Marlborough's assets
- Civic services and program
- Eco-Tourism
- Youth, Community and Business engagement
- Affordable rented accommodation

- Heritage
- Devolution of services

These would be reviewed at the next meeting with a view to agreeing a way forward. In the meantime, Members should put forward ideas to the Town Clerk to aid preparation.

224/21 ENVIRONMENT AND CLIMATE PROTECTION POLICY

Members considered the Environment and Climate Protection Policy and how it could positively influence those services and activities that fall within the remit of the Property Committee:

- Town Council buildings – check/improve insulation
- Town Council buildings – review heating systems
- Audit the Town Council under the proposed Climate Friendly Badge Scheme
- Consider all future projects against the context of this policy
- Consider a ‘green’ supplier when renewing energy contracts

225/21 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 during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential or commercial nature of the business to be transacted

226/21 BUDGET UPDATE REPORT

Members noted the update report.

227/21 BUDGET REQUIREMENTS 2022-23

Members considered the budget requirements for the Property Committee for 2022-23.

RESOLVED: that the budget sheet was agreed with 4 changes

ACTION: Town Clerk to circulated an updated budget sheet

The meeting closed at 9.56 pm

Signed: Date:
Chairman