

## AXMINSTER TOWN COUNCIL

### MINUTES OF A MEETING OF THE BUILDINGS AND FINANCE COMMITTEE HELD AT 6.30 p.m. ON MONDAY, 26<sup>th</sup> FEBRUARY 2018 AT AXMINSTER GUILDHALL.

1. PRESENT: Cllr. J.W. Walden, (Town Mayor), Cllr. A.L.Young (Deputy Mayor), Cllr. G.S. Godbeer, Cllr. Mrs. S.L.N. Leat, Cllr. A.T. Moulding, the Town Clerk and the Deputy Town Clerk. 0 member of the public , 0 representative of the press.

CLLR. YOUNG, IN HER CAPACITY AS GUILDHALL MANAGER FOR WHICH SHE DECLARES A PECUNIARY INTEREST, HAS A DISPENSATION TO SPEAK ON MATTERS RELATING TO THE GUILDHALL PROVIDED THE PECUNIARY INTEREST IS NOT OF OVER-RIDING SIGNIFICANCE

CLLR. GODBEER DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF AXMINSTER GUILDHALL MANAGEMENT COMMITTEE

CLLRS. GODBEER AND WALDEN EACH DECLARED A PERSONAL INTEREST AS BEING MEMBERS OF AXMINSTER COMMUNITY ENTERPRISE.

CLLR. WALDEN DECLARED A PERSONAL INTEREST AS BEING CHAIRMAN OF THE GOVERNORS OF AXE VALLEY ACADEMY

CLLR. MOULDING DECLARED A PERSONAL INTEREST AS BEING A MEMBER OF THE FOLLOWING ORGANISATIONS:

ARC BEREAVEMENT, AXMINSTER ARTS, AXMINSTER COMMUNITY ENTERPRISE, AXMINSTER AND DISTRICT HOSPISCARE, AXMINSTER HERITAGE LTD., AXMINSTER HOSPITAL LEAGUE OF FRIENDS, AXMINSTER MUSICAL THEATRE, AXMINSTER SKATE PARK, AXMINSTER ARTS, AXMINSTER PATIENTS PARTICIPATION GROUP, AXMINSTER REGENERATION PROGRAMME BOARD, AXMINSTER TOWN CRICKET CLUB, CLOAKHAM LAWN SPORTS CENTRE, CLOAKHAM LAWN SPORTS CENTRE LTD., CLOWANCE CHARITABLE TRUST, FRIENDS OF AXMINSTER CHURCH, LYME REGIS GOLF CLUB, TONY COLES CHARITABLE TRUST, VIRTUE AND HONOUR LODGE NO 494, CONSERVATIVE PARTY, CONSERVATIVE CLUB, EAST DEVON CONSERVATIVE GROUP, DEVON COUNTY CONSERVATIVE GROUP, MEMBER OF THE CONSERVATIVE COUNCILLORS' ASSOCIATION.

HE ALSO DECLARED THAT AS THE PARENT OF A DISABLED ADULT SON HE HAD AN INTEREST IN MATTERS RELATING TO DISABLED ACCESS AND BENEFITS

2. APOLOGIES: Cllr. P.G. Hayward and Cllr. D.R.H. Hull.

3. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING: These were signed by the Chairman.

4. PUBLIC FORUM - PIPPINS: - None.

5. PROPERTY RELATED MATTERS – GUILDHALL:

CLLR. YOUNG DECLARED A PECUNIARY INTEREST IN THE FOLLOWING ITEM AS HAVING A SPOUSE EMPLOYED BY AXMINSTER CARPETS

- i. Carpet – following discussion it was resolved that further quotations for both supply and fitting be obtained which would include stock carpet as a comparison and a figure for factory sewn

carpet rather than specially woven. It was agreed that a good hard-wearing carpet would be required.

#### CLLR. YOUNG RETURNED TO THE CHAMBER AT THIS POINT.

- ii. Foyer Doors - quotes are being sought to replace the existing swing door with sliding doors to improve the thermal efficiency of the building. This work will need to be synchronised with the installation of any new carpet so that the work is done in the correct order. Cllr. Godbeer said that would be important if there was a bottom channel for the doors.
- iii. Stage Dressing and Lighting – quotes are being sought to replace the existing stage dressing (front curtains and all back drapes) and rewiring these. It was suggested that at the same time quotes were obtained for new curtains for the windows in the main hall so that these would be of the same material. It was agreed that the Guildhall Manager should approach both Axminster Drama Club and Axminster Musical Theatre to discuss what is needed, to whom it should belong and how it should be operated. Cllr. Mrs. Leat asked that the matter be placed on the next Town Council Agenda in respect of the need to add provision for a lighting desk in addition to the sound desk approved for the balcony at the last meeting. Because of the fragile nature of the hall ceiling it was recommended that the sound cabling be run in a conduit outside the building and not in the roof void as had been suggested.
- iv. Ceiling – quotes will be obtained from local contractors to replace the wall and ceiling panels on the stage area. The ceiling of the main hall will require a more comprehensive and co-ordinated approach.

#### 6. PROPERTY RELATED MATTERS – PIPPINS:

- i. Lift – Cllr. Walden confirmed that this was now in working order following replacement of the solenoid.
- ii. The Fire Alarm had been checked and was now functioning correctly.
- iii. The Entry System, which is linked to the Fire Alarm, was now operating correctly.
- iv. Meeting with Representatives of Devon County Council – Cllr. Walden said that this meeting had established that the policy in relation to disposal of the building had changed and stress was laid on the community value of the building. He said that he was preparing a discussion document to present to the Town Council on this topic. The Deputy Town Clerk expressed the view that all the financial benefits were stacked in favour of the County Council should the Town Council decide to take on the building as the County Council could take it back at any time. Cllr. Walden said that the Town Council would have to make a value judgement and would have to go to the County Council with a costed proposal based on which the County Council would make various offers. Cllr. Young said that even with a 75% reduction in the price it would be stretching the Town Council finances to buy the building. Cllr. Moulding and Cllr. Mrs. Leat echoed this view.

#### 7. PROPERTY RELATED MATTERS – OLD COURTHOUSE:

- i. Windows – the Town Clerk said that she had approached various contractors and that there would be problems in getting new double glazed units inserted into the existing timber frames. She was awaiting quotes but had advised the tenant who had raised the matter that there would be no quick solution.
- ii. Shed Roof – Cllr. Walden seconded by Cllr. Moulding proposed that the quote to undertake this work for the sum of £1900 plus Value Added Tax be accepted. Agreed.
- iii. Walls – Cllr. Walden, seconded by Cllr. Mrs. Leat, proposed that the quote to undertake work to the walls for the combine sum of £1624 plus Value Added Tax be accepted. Agreed.
- iv. Water Heater – it was agreed, proposed Cllr. Godbeer, seconded Cllr. Moulding, that an over-sink water heater for the washroom off the former Museum Office be sourced and fitted by a

local contractor to comply with current regulations. Agreed. A local contractor will be asked to adjust or replace, as appropriate, the toilet stopcock in the same washroom.

The Deputy Mayor proposed that under the provisions of the Public Bodies (Admission to Meetings ) Act 1960, (as amended by the Local Government Act 1972 the public, (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Agreed.

8. PENSIONS DISCRETIONS POLICY: the Deputy Town Clerk had prepared details of the statutory requirements. Each policy was discussed and the Town Council's position, duly proposed and seconded, agreed. This will be forwarded to Devon County Council once approved by the full Town Council.

9. QUOTE FOR REPLACEMENT OF DEFECTIVE DOUBLE GLAZING UNIT AT THE GUILDHALL.: Cllr. Walden, seconded by Cllr. Mrs. Leat, proposed that this work be done for the sum of £153.78 Agreed.

Signed ..... Date .....