

Draft Minutes
Fowey Town Council Town Hall Committee
Friday 22nd June 2012

Minutes taken by Cllr Mrs Vincent

Those Present: Councillors Sherlee Gudmunsen, Antony Vincent, and Jane Vincent., Mrs Lesley MaCartney

- 1 **Apologies for Absence** None
- 2 **To elect the Chairman** Sherlee Gudmunsen. Proposed: J Vincent, seconded : A Vincent. Sherlee Gudmunsen to be Chairman of the Town Hall Committee 2012-13
- 3a **Declaration of interests on items on the Agenda** none
B gifts in excess of £25.00 ; None
- 4 **Public Questions** None.
- 5 To approve the minutes of March 9th 2012: Subject to spelling errors, the minutes were signed.
- 6 **Matters arising from the minutes** That Cornwall Council was about to repair the Town Hall as agreed. Councillor A Vincent said that the wrong sort of mortar was used in the repointing. It should have been lime mortar and they used cement. All members agreed that they were unhappy with the fire safety of the electric cupboard under the stairs..
- 7 **Hiring Charges** 7 large and 7 small tablecloths @ £5 each.
6 Uplighters @ £5 each
Glitter ball and Light £15

It was agreed that Councillor J Vincent find out the possible cost of chair covers for 90 chairs.

Mrs Lesley MaCartney said that The du Maurier Committee had numbered the rows and chairs for their functions and were happy to pass them to the Town Hall Committee should they be needed..

8 **Town Hall Promotions.** Mrs MacCartney Asked if the Committee Room could be hired for meetings or for use as a changing room for theatre productions. The meeting discussed this. As the Office key is not in general use, agreement with one of the keyholders would be necessary. The possible fee for hiring would have to be discussed further.. Councillor Gudmunsen said that the hall had been well booked and there were few problems with the hirers. Two tables seem to be broken.

9 **Risk Assessment:** The safety book was viewed and signed. The members once more declared their unhappiness with the electric cupboard and the danger of fire.. All agreed there should be a fire Check, and that we should check dates on the fire extinguishers.

10 **Exchange of information** That one thing we have to do is repair the structure which the Committee believe was wilfully neglected by Restormel and Cornwall Council. Mrs MaCartney showed us a photograph of a large pool of water on the landing embrasure, and the plasterboard and overlying plastering is wet and will need to be aired and replaced. The danger is that the Cob behind the stone facing is being damaged by the bodged repairs continually made to the gutters..

Keyholders: It was agreed that the Chairman of the Town Hall Committee, The Mayor, the Clerk of Fowey Town Council, The Management Company and the

Cleaners should have a full set of keys, The Museum should have the main door and kitchen keys, That there should be a full set of keys kept at the “Legion” to be signed for when taking and returning them.

There was also a discussion on the re-configuring of the top storey of the Town Hall, with the generously sized men’s and woman’s lavatories reduced in size and moved to make a larger Committee room..

There was a discussion as to the need for hook fastenings for the fire doors when open. Councillor A Vincent to investigate.

Date of next meeting to be arranged