

TOWN HALL MANAGEMENT COMMITTEE

The Minutes of the proceedings of a virtual meeting of the Town Hall Management Committee, held on Monday the 20th September, 2021.

PRESENT: The Town Mayor, Councillor Ms. M. Buckley, Councillor Mrs. V. Perfect (in the Chair).

Councillors: Mrs. J. Cunningham, P. Cunningham, Mrs. N. Davies, M. Evans, Rev. B. Harvey, Mrs. L. Jones, J.P. S.K. License and Mrs. M. Perfect

APOLOGIES FOR ABSENCE: Councillors: D. L. Cox, J.P., J. Johnson, Ms R. Johnson, Mrs. E Jones, M.W. Moore, Miss. S. Moore, I. B. Roberts.

IN ATTENDANCE: Mrs. L. Wood, Town Clerk and Mrs. S. C. Williams, PA.

70. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

There were no declarations.

71. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 19th July, 2021 be approved as a correct record and signed by the Chair.

72. TOWN HALL KITCHEN

The Town Clerk informed the Council that contractors to replace and upgrade the Town Hall Kitchen had been sought and three quotations had been received, the quotations were shared with the delegation of Councillors, Ms M. Buckley, Rev. B. Harvey, Mrs. M. Perfect and Mrs V. Perfect.

The delegation of Councillors made a recommendation to Council and the Council agreed and accepted the quotation from Goldsmith Maintenance.

RESOLVED: That the Kitchen refurbishment quotation from Goldsmith Maintenance is accepted and that works commence as soon as possible.

73. EVENT SECURITY

Following the suggestion by Council that the Town Hall could be hired for small wedding, parties etc, the Town Clerk sought quotations for hiring Security as and when required. These quotations were shared with the Council and it was agreed to hiring security for such events and this cost will be passed onto the hirer.

Councillor S. K. License asked if the Council's existing insurance cover is sufficient if we hire for wedding and evening events. The Town Clerk will investigate this matter.

RESOLVED: That Security Services will be hired as and when required and this cost will be passed onto the hirer; that the Town Clerk will enquire regarding the Insurance Policy.

74. APPROVED PREMISES

Councillor Mrs. V. Perfect requested information was sought and shared with the Council regarding the possible licensing of the Town Hall for Wedding Ceremonies. The Town Clerk reported that the Flintshire Registration Staff had visited the Town Hall to do a preliminary assessment and advised they see no reason why the Town Hall could not be licenced.

The Town Clerk shared the information regarding the process and costings and the Councillors agreed that we should proceed and apply for the license.

RESOLVED: That the Town Clerk will complete the necessary application form and pay the fee in order to apply for the Town Hall to become an approved premises.

75. EVACUATION CHAIR

Following the Fire Risk Assessment, it was highlighted Evacuation Chairs should be installed in both stairwells of the Town Hall. The Town Clerk contacted a supplier, and they visited the Town Hall and provided a quotation which was shared with Council. The Council agreed we must purchase these Chairs for the safety of all Town Hall users.

Councillors said Training should be offered, as well as Fire Warden Training and Councillor P. Cunningham offered to provide this training as he has previous experience.

RESOLVED: That the Town Clerk will contact the supplier to order the evacuation chairs and will liaise with Councillor P. Cunningham regarding training.

Date of Council Meeting	Monday 20th September, 2021
..... Chair	