

TOWN HALL MANAGEMENT COMMITTEE

The Minutes of the proceedings of the hybrid meeting of the Town Hall Management Committee, held on Monday the 19th February 2024.

PRESENT: Councillor M. Buckley (in the Chair).

Councillors: D. Challenger, R. Davies, B. Goldsborough, C. Griffiths, E. Jones, M. Moore, M. Perfect, V. Perfect, J. Stoneley and M. Whittaker.

APOLOGIES FOR ABSENCE: Councillors: P. Cunningham and N. Davies.

IN ATTENDANCE: L. Wood, Town Clerk and N. Thornton, Support Officer.

199. PUBLIC ENQUIRY ITEM

There were no public enquiry items.

200. DECLARATION OF INTEREST – MEMBERS CODE OF CONDUCT

There were no declarations of interests made.

201. MINUTES

RESOLVED: That the minutes of the Meeting held on Monday 15th January 2024 be approved as a correct record and signed by the Chair.

202. TOWN HALL TOURS & RISK ASSESSMENT

Councillor B. Goldsborough reported concerns of the safety of the staff when unplanned tours of the building take place and proposed that tours should only take place when booked in advance, taking details of the individuals attending. Currently we have no safety measures in place.

Councillor B. Goldsborough also requested the Town Clerk to ensure the Risk assessment is up to date.

The Town Clerk reported that staff had also shared concerns and a solution could be to have CCTV in the public areas, with appropriate signage. A quotation had been obtained for additional CCTV and was shared with Council. The Town Clerk added this would also add protection for the building itself.

Another safety measure could be a personal alarm for lone workers, this alarm can be activated by a member of staff who may be in trouble or distress or will be activated should a member of staff fall. A quotation had been obtained and was shared with Council.

Councillor V. Perfect proposed that the CCTV and personal alarm were purchased for the safety of both the staff and the Town Hall, as unfortunately some years ago, items were stolen and if CCTV had of been in place, this could have assisted with the Police enquiry. Councillors agreed.

RESOLVED: That the CCTV cameras in the public areas are installed and a personal alarm is purchased.

Date of Council Meeting	Monday 19th February 2024
..... Chair	