

## **Middlewich Town Council**

### **Community Environment and Assets Committee**

**Minutes of a Meeting of the Community Environment and Assets Committee held on Tuesday 12<sup>th</sup> December 2017, in Room 3A, commencing at 5.30pm**

#### **PRESENT**

Councillors W Walmsley (in the chair) and CL Bulman, PJ Farrell and B Walmsley

#### **OFFICER PRESENT**

JPA Williams, Town Clerk and DJ French, Assistant Town Clerk

#### **182 APOLOGIES**

Councillors DJ Latham, SL Moss and JD Parry

#### **183 DECLARATIONS OF INTEREST**

Councillors PJ Farrell and B Walmsley declared an interest in item 186 due to their role as Members of Middlewich Community Trust.

#### **184 MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:** That the Minutes of the previous Meeting of the Committee, held on 14<sup>th</sup> November 2017 be approved as a correct record.

#### **185 PART 2**

##### **RESOLVED:**

That the meeting be moved into Part 2 session and exclude the public and Press from the meeting, on the grounds that the matters to be discussed involved financial matters, contracts and issues affecting third parties.

#### **186 VICTORIA BUILDING AND VICTORIA HALL**

The Committee considered a report of the Assistant Town Clerk along with the "Issues" report prepared by the Middlewich Community Trust who were withdrawing from management of the Victoria Hall.

The Town Clerk updated the Committee as follows:

- Work on the flat roof had now commenced. As there was no insulation he had authorised work to install insulation at a cost of around £800-900. The Council was to make an initial payment to the Roofing company to cover cost of materials;
- Heating – a heating engineer had been contacted to assess the boiler and also the heaters in the council chamber;
- Room 1 – the insurance payment was awaited; it was agreed that no re-decoration would take place until the payment was received;
- Security – the Committee discussed improving security by fitting a door bell/CCTV at the front door to enable the door to be closed;

- Office accommodation – he and the Chairman had visited a number of alternative premises but only one was suitable for alternative office accommodation for the Council officers. Initial information had been received from Cheshire East regarding overage.

**RESOLVED:** That

- (a) the action of the Town Clerk in authorising additional payment for roofing insulation be approved;
- (b) the proposal for the heating engineer to assess the boiler and the heaters in the council chamber be approved;
- (c) a door bell and CCTV cameras be investigated for the front door of the Victoria Building;
- (d) the Town Clerk contact Cheshire East Council to confirm the arrangements regarding the overage situation and the implications of any changes to the management and ownership of the buildings; and
- (e) future accommodation for the Town Council be considered further at the next meeting.

**187 MIDDLEWICH MEXON STREET MARKET**

The Town Clerk updated the main points following a meeting on 9<sup>th</sup> November regarding the market. The draft budget currently contained £5,000 towards supporting the market.

**RESOLVED:**

That the report of the meeting of 9<sup>th</sup> November be circulated to the Committee and the update be noted.

**188 SIGNAGE AND BRANDING**

The Committee considered quotes from 2 companies for smaller signage. A third quote was awaited. Once received the details could be circulated to the Committee.

The Branding Strategy was received.

**RESOLVED:** That

- (a) once a third quote for signage is received Cheshire East Council be contacted to advise the details of the best quote and seeking confirmation of financial support for signage for the town;
- (b) the Branding Strategy be placed on hold for the time being.

The Meeting concluded at 6.35pm

The next meeting will be held on a date to be determined.

**Councillor W Walmsley.....Chairman**