

Minutes of the Civic Hall Sub-committee
Held at the Civic Hall, Uppermill on Monday 14th April 2008

There were present Cllr. Mrs. A. McInnes – Chairman
Cllrs. Mrs. B. Beeley
Mr. B. Cullen
Mr. P. Renold

122. Apologies - Cllrs. Mr. K. Begley, Mrs. M. Bingley, Mrs. P. Lord & Mrs. D. Shaw

123. Minutes of last meeting – there were no matters arising.

124. Civic Hall Modernisation Phase 2 – members considered the original plans drawn up 10 years ago. Currently the stage is unsuitable for the performance of stage shows and the external appearance of the building could be improved. Consideration also needs to be given to the catering facilities, toilets and access into the building and within it.

It was agreed that the Clerk will contact current and potential users of the Hall to obtain their views on improvements to the Hall.

125. Repairs & Renewals - The Clerk informed the meeting that the “pan and tilt” camera on the front of the building had been ordered and would be installed in the next couple of weeks.

The Hall currently has one working fixed wire microphone. Arrangements are in place to hire radio microphones when required. It was agreed that this is currently the most cost effective arrangement.

Some routine maintenance work has not been carried out due to the sickness of the caretaker. It was agreed that a local contractor will be requested to repair the paving outside the door onto the car park and also install a drain channel to prevent water running under the floor covering. It was also agreed that some painting work will be carried out in the lower halls.

126. Letting policy – The policy for bookings for 18 and 21 year old parties was drawn up in 2001. It was agreed that bookings for 21st birthday parties will be accepted subject to:

- Payment of a refundable bond of £300
- Invitation only, with a copy of the guest list available to the Civic Hall staff
- Provision of sufficient door staff to ensure only invited guests gain admittance
- No alcohol to be brought onto the premises by guests

Bookings for 18th birthdays will only be accepted in exceptional circumstances with the agreement of the Clerk and Chairman of the Civic Hall Sub-committee.

The current arrangements for the use of the Hall for Chairman’s Charity events will continue.

127. Staffing issues – Members were informed of the current staffing position in the Civic Hall.