

Minutes of the Civic Hall Sub-committee
Held at the Civic Hall, Uppermill on Monday 21st July 2008

There were present Cllr. Mrs. A. McInnes – Chairman
Cllr. Mr. K. Begley – Vice Chairman

Cllrs. Mr. B. Cullen
Mrs. P. Lord
Mrs. D. Shaw

128. Apologies - Cllrs. Mrs. B. Beeley & Mrs. M. Bingley,

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

130. Civic Hall Modernisation Phase 2 – Letters had been sent to nine current / potential users of the Hall to request their thoughts on improvements to be incorporated in Phase 2. Responses had been received Saddleworth Musical Society and Ravenstone Catering. It was agreed that there is a need for better catering facilities and toilets on the first floor and a ramp onto the Car Park. Consideration also needs to be given to the cost effectiveness of the provision of an archway at the back of the current stage. Other issues to consider was provision of a new Council Chamber on the first floor with moveable seating that could be used as a Wedding Venue or for conferences. The possibility of sub-letting part of the building for private offices needs to be investigated.

It was agreed that the Chairman of the Council, the Chairman and Vice Chairman of the Sub-Committee and the Clerk should meet with John Barnes to ask him to draw up some proposals for consideration by the sub-committee and the Council.

131. Repair and Renewals in the Civic Hall – The installation of the pan and tilt” camera on the front of the building had been completed. The paving outside the door onto the car park has been replaced to incorporate a drain channel to prevent water running under the floor covering. It was agreed that the floor covering in that area needs replacing.

The décor and lighting in the lower halls needs improving, it was agreed that the Clerk will obtain quotations for consideration at the next sub-committee meeting.

The stage extension in the Ballroom needs to be replaced, the estimated cost of a replacement is £3,500, it was agreed that this is deferred until a decision is made the creation of an archway at the back of the current stage.

There are 14 round tables available for use at functions in the Ballroom, if hirers require additional round tables they hire them from other establishments. It was agreed that the Clerk will obtain details of the cost of the purchase of either additional round tops or round folding tables.

There is currently one fixed projection screen in the lower hall. Users of the hall have requested the use of a projector and screen to make presentations to groups. The purchase a projector, for use with a laptop and portable projection screen would cost

approximately £500. A charge could be made to external groups to use the equipment and it would also be available for the Council to make presentations at various meetings, for example the Parish Plan consultation. It was agreed that the projector and screen should be purchased from the Renewals and Improvement budget.

132. Flea Markets 2008

It was agreed that the hire charge for the Hall and the charges for individual stalls should remain at the current level. All organisations who currently operate Flea Markets will be invited to apply for dates in 2009.

133. Car Parking at the Civic Hall

Minor repairs have been carried out to the surface of the Car Park, further work will be required when the Phase 2 modernisation work has been completed.

134. Usage of the Hall

It was agreed that the current free usage arrangements for the Hall should continue. Problems are being encountered with payments by one long term hirer, it was agreed that the Clerk will remind them that payment is due seven days before the event.

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

136. Date of next meeting – it was agreed that the next meeting of the Sub Committee will be on Monday 15th September at 2.00 pm