

Minutes of the Civic Hall Sub-Committee  
Held at the Civic Hall, Uppermill on Thursday 24<sup>th</sup> February 2011

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

- 210. Apologies** - Cllrs. Mr. K. Begley, Mrs. M. Bingley, Mr. B. Lord & Mrs. D. Shaw
- 211. Modernisation Phase 2** – The proposed changes to the layout of the work surfaces and cupboards in the ground floor kitchen were agreed. The area behind the stage on the first floor will accommodate a furniture store and food handling area. The proposed layouts of the rooms were agreed, the food holding area will include a sink, water boiler and mobile hot cupboards. Temporary storage is required for some furniture over the coming weeks, it was agreed to hire a storage cabin for a period of up to six weeks, the total cost will be £240 for the period.
- 212. Repairs / Renewals in the Civic Hall** – The periodic Electrical Inspection has been carried out and the necessary remedial action taken. Replacement external lighting has been provided on the existing building and will be extended onto the remainder of the building when the construction work is completed. A quotation was considered from Stannah Lift Services for the maintenance of the platform lift between the lower halls, it was agreed to accept the quotation of £249. ARC Electrical have submitted a quotation for the replacement of the existing 4 no. 600 x 1200 light fittings in the small hall with 9 no. 600 x 600 4 tube module fitting fitted with prismatic diffusers. It was agreed to accept the quotation. A quotation will be requested for the provision of additional power sockets in the small hall and in the ballroom.
- 213. Community Toilet Scheme** – It was agreed that the disabled toilet at the Civic Hall should be included in the Community Toilet Scheme, during normal office hours. The toilet at the front of the building will be made available until the new Disabled Toilet adjacent to reception is completed. Signage will be provided from the bottom of Court Street.