

TOWN HALL COMMITTEE

A Meeting of the Town Hall Committee was held in the Town Hall, Stokesley on Monday 29th November 2021 commencing at 10 am

TOWN HALL COMMITTEE MEMBERSHIP

Cllrs Mike Canavan, Chris Johnson, Andy Wake and David Oxley
Town Hall Management Advisory Committee Representatives –Mrs Dorothy Blakey, Mr Jim Miller and Mr Ken Ridgeway, Mr Mike Westgarth-Taylor.

Present: Cllr Mike Canavan, Cllr Andy Wake, Mr Mike Westgarth-Taylor, Mr Jim Miller, Mr Ken Ridgeway and Mrs Dorothy Blakey
Mr Westgarth-Taylor was welcomed to the committee

1/29/11/21 APOLOGIES FOR ABSENCE

Cllrs Chris Johnson and David Oxley and Assistant Clerk Debbie Young

2/29/11/21 MINUTES FROM THE MEETING HELD ON 10 FEBRUARY 2020

Agreed as a true and accurate record.

3/29/11/21 FEEDBACK / MATTERS ARISING FROM THE TOWN HALL MANAGEMENT ADVISORY COMMITTEE MEETINGS

The key points from the recent THMAC meetings were summarised in relation to the fabric of the Town Hall.

- Disabled toilet refurbishment – completed during fair week. However, the toilet door opening is still an issue to be addressed.
- Roof – Visual inspection of the roof from a neighbouring property indicated that the roof looked in good condition, with the exception of one tile to be replaced roof access is available.
- Cooling and ventilation of the Main Hall. Further options to be investigated.
- Jack Brunton Room New Carpet – deferred due to lack of funds.
- Mosaics for Carter Room – Now framed and awaiting hanging.

The first three of the above items will be taken forward to the next meeting of the Trustees.

4/29/11/21 FEEDBACK / MATTERS ARISING FROM THE MANAGEMENT COMMITTEE MEETINGS

Given the length of time since the last meeting of this committee, a summary of the longer-term view of the focus of the Trustees meetings during the pandemic was provided.

Through 2020 the main focus initially was on managing the finances of the trust, given the enforced closure of the Town Hall and the dramatic loss of revenue. As a result, any discretionary spend was deferred. Partially off-setting this, the Trust did secure grant funding from the Government / HDC, which reduced the level of support needed from the Manorial Lands Trust.

During the early part of the closure the Stewards were employed in redecoration and preparing the Town Hall for re-opening. Later in the pandemic the stewards were part-time furloughed to preserve cash. Shortly after re-opening on steward resigned, since when the two remaining stewards have operated flexibly. However, the Trust has now reached the point where it is sensible to recruit and employ a third steward again.

Prior to re-opening a full Risk Assessment was carried out and appropriate measures introduced, with a requirement each hirer provided its own Risk Assessment. This focus on health and safety was well received by users.

For the current financial year, the Trustees budgeted for a slow start. Letting income has been better than expectations with the addition of extra craft fairs to the calendar. However, risks from Covid-19 remain.

Looking forward, the Trustees must remain cautious, and plan prudently. No decisions have yet been made but it may be necessary to increase the hire charges for the Town Hall to limit the squeeze from increased employment costs and the impact of inflation. In the short term the priority for capital spending will be on repair, maintenance and H&S.

The Committee wished to record its appreciation of the efforts of all the stewards and the two clerks during the pandemic and the Trustee members thanked Mr Miller for his contributions as Chairman of the THMAC.

5/29/11/21 FORWARD MAINTENANCE / IMPROVEMENT PLAN

The Trustees will report back to the THMAC on the forward maintenance and improvement plan following agreement of the budget for 2022/23 at the forthcoming Finance Committee and Trust meetings.

The meeting closed at 11.00am

The next meeting will be held in late January / early February 2022.

Signed

Dated