



Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



High Street
Shropshire
tel. 01948 665761

website: www.2shrop.net/whitchurchtowncouncil

email: townclerk@whitchurch-shropshire-tc.gov.uk

CIVIC CENTRE AND MARKETS COMMITTEE

Members of the Committee named below are summoned to attend the above meeting which will be held on **Thursday 12th February 2015**, at the Civic Centre, Whitchurch commencing at 7:00 pm.

All Councillors are invited to attend. The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting

Date of Notice: 6th February 2015.

Michelle Wilson
Town Clerk

To: Councillors J Sinnott, T Neville, A Chesters, B Duffy, M Rigley and B Slater.

AGENDA

1. APOLOGIES

To receive apologies and reasons for absence.

2. DECLARATIONS OF INTEREST

To receive from Members disclosure of ordinary or disclosable pecuniary interests in relation to any item on the agenda for this meeting, in accordance with Standing Orders and the Councillor Code of Conduct.

3. MINUTES

To confirm the minutes of the meeting held on **4th December 2014** and sign as an accurate record of that meeting (copy attached).

4. MATTERS ARISING

To deal with matters arising from those minutes not otherwise on the agenda.

5. PUBLIC PARTICIPATION

Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Committee has a responsibility.

The Chairman will at this point, suspend Standing Orders allow any members of the public to address the meeting.

6. Civic Centre Price review and hire agreement.

To discuss the review of pricing structure for 'for profit' events.

7. Shropshire Council use of interview rooms

To discuss the partnership agreement Shropshire Council has with various organisations that wish to use the interview rooms for free.

- 8. Name on the front of the Civic**
To discuss the Town Team's suggestion that the front of the Civic Centre should not state Whitchurch Civic Centre and Theatre, but reflect the full use of the newly refurbished building and its dual uses. To consider adapting the sign to 'Whitchurch Civic Centre Complex'.
- 9. Use and name of the Corridor/Mall leading to sport hall**
To discuss the graffiti art that was placed on the walls in the corridor/mall leading towards the market hall since December meeting. The Town Team has suggested that the space is renamed 'The Gallery' to encourage more artwork displays.
- 10. Sports/Market Hall kitchen**
The kitchen has been inspected by Environmental Health and they have raised issues around the cupboards and the works surfaces.
- 11. Friends of the School (St John Talbots)**
To discuss a reduction in the price for the use of the hall in March from 7 – 11pm currently at £100 and they would like a reduction as they are trying to raise funds.
- 12. Heritage Centre Coffee Morning**
To discuss whether to charge a reduced rate for the Museum and Archive Group to hire the Bar Lounge for a Friday coffee morning in which to raise fund for Whitchurch Heritage Centre.
- 13. Tribute night**
To discuss the possibility of hosting an Elvis tribute night.
- 14. Transport needs of the Facilities Team**
To discuss how the Facilities Team are to complete tasks around the town.
- 15. Book sale**
To discuss the possibility of hosting a book sale in the Civic Centre.
- 16. Markets in Bullring**
To discuss a proposal from the Town Centre Manager/Assistant Town Clerk to hold two Gardeners' Markets in the Bullring on 25th April and 20th June 2015 from 9am – 2pm.
- 17. Town Logo**
To discuss etching the new town logo on the front and rear Civic Centre doors.
- 18. Party Pack**
To discuss the updated Party Pack (copy previously circulated).
- 19. Spring Fair**
Joint project with Whitchurch Markets and Events Group to hold a partnership event on Saturday 4th April 2015, with a partial road closure, use of the Facilities staff and outdoor market stalls.
- 20. Installation of a joint markets banner**
To discuss the installation of a combined markets banner to advertise the weekly Friday Market as well as the Whitchurch Farmers' on the gable end of Healing Thyme.
- 21. Laundering Tablecloths**
The cost price to launder tablecloths is £5.33 per cloth. Consider purchasing a washing machine and iron for the Civic Centre to reduce cleaning costs overall.
- 22. Request for automatic door opener on Market Hall door and fire door hinges for upstairs meeting rooms**
To discuss the request from two members of the public who are disabled have requested a press button door opener on the market hall doors. The Edward German room and the Bar Lounge need automatic closures as hirers are wedging them open.

23. Installation of additional WW1 cabinets/memorabilia in the foyer

A request from Cllr Ebbs to install a second cabinet in the foyer, next to the lift to display mannequins in WW1 uniform, as well as a third slim cabinet for the purpose of displaying medals and death plaques, should there be any surplus funds from the WW1 cabinet lottery grant. To discuss the erection of WW1 facsimile posters to be displayed in the two wall recesses next to the Shropshire Council telephones.

24. Hiring the Civic Centre Foyer

A group of crafters are exploring the principle of hiring just the Civic Centre's foyer and kitchen for a monthly indoor craft event on the same Saturday as the Farmers' Market. There is currently no pricing structure in place for the foyer area.

25. Premises Licence

Request from the Civic Centre's licensee, Jason Wainwright, regarding the need to extend the sale of alcohol licence from 1am on a Friday and Saturday to 2am.

26. Saturday Market outside the Civic Centre

Two traders have expressed interest regarding trading outside the Civic Centre on the first Saturday of the month. To discuss feasibility and pricing structure.

27. CONFIDENTIAL MATTERS

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.