



Town Hall Management Committee Meeting, held Monday, 24th November 2014

Present: Councillor P Forster (Chairman)
 Councillors J Forrest, K Archer
 Officer S Fraser

THM/476	To receive apologies for absence
	None to receive. Members were informed that Councillors Palmer and Cullen had resigned from the Committee as a result of the principles surrounding the decision taken at the Town Council meeting re the Vice Chairman.
THM/477	To receive declarations of interest from councillors on agenda items.
	None to receive
THM/478	To grant requests for dispensation as appropriate.
	None
THM/479	To receive and adopt the minutes of the Town Hall Management Committee Meeting held, 13th October 2014
	The minutes were proposed and seconded
Resolved:	Minutes THM/463 to THM/475 are adopted and acted upon
THM/480	To receive an update re current work to the Town Hall building and agree action as appropriate
	Members were informed that work was still ongoing to the North elevation and that the contractor is working at lower level as all scaffolding in the High Street has to been dismantled and removed by the 1 st December (this is a NYCC ruling). Future works will be undertaken dependant on the weather. Works to the East elevation have been scheduled to the new financial year. Flooring works to the main entrance and kitchen area are anticipated before Christmas.
THM/481	To receive an update re Internal & External signage for the Town Hall building and agree action as appropriate
	Members were informed that all signage templates had been forwarded to the Architect for approval to the listed building officer and recommendations were currently awaited. Discussion ensued about the external signage of Unit 7 and Suite 1 and whether listed building approval had been given. The Clerk informed members it had not and that she had spoken with both tenants in this regard.
Resolved:	a) The internal signs are ordered and erected as soon as possible
	b) The Architect is contacted for an update
	c) A letter is written to Tenants asking them to seek approval or to remove their signage.
THM/482	To receive the Town Hall Financial Reports for 2014/15
	The reports were presented and questions answered.
Resolved:	The financial reports are received.
THM/483	To receive the tabled Orders
	None to receive.
THM/484	To receive the Aged Debtors Report
Resolved:	The Aged Debtors Report is received
The meeting closed.	

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Chairman 
 Clerk 
 Dated 24.11.15