

**HALLS, CEMETERIES & ALLOTMENTS COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Monday, 14 March 2022

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor M Jones (Chair)

Councillors:	V Gwatkin	O Collins
	J Aitman	L Duncan
	T Ashby	R Smith
Officers:	Adam Clapton	Deputy Town Clerk
	Sharon Groth	Town Clerk
	Simon Wright	Democratic & Legal Services Officer
Others:	No members of the public.	

As there was no legislation in place for the Town Council to hold virtual meetings, and because of the ongoing Covid-19 Pandemic, the Halls, Cemeteries & Allotments Committee formed virtually as an Advisory Committee. Any recommendations outside of the current work programme, budget or policy would require ratification at the Full Council meeting held on 11 April 2022.

H110 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Ashbourne

H111 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

H112 MINUTES

The minutes of the meeting of the committee held on 17 January 2022 were received.

The Deputy Town Clerk advised that a meeting had been held with the organisers of the Tea Dance event in the Corn Exchange. Clarification had been given that the event could be preceded by line dancing, operated by a third-party meeting health and safety concerns. The committee considered the current arrangements and agreed that two hours of the four-hour tea dance session could be offered at a subsidised rate.

It was reported that there had been positive feedback in respect of the new access gate and the overall look of the site at Tower Hill cemetery and members expressed their thanks to the works team for their hard work.

Resolved:

That, the minutes of the Halls, Cemeteries & Allotments Committee held on 17 January 2022 be approved as a correct record of the meeting and be signed by the Chair

Recommended:

That, the use of the Corn Exchange for the Line Dancing and Tea Dance events be at a subsidised rate.

H113 **PUBLIC PARTICIPATION**

There was no public participation.

H114 **PUBLIC HALLS REPORT**

Consideration was given to the report of the Venue & Events Officer.

Members noted the usage and income figures and it was anticipated that with a continued increase in bookings and being able to use outside seating at the 1863 café/bar, the situation would improve.

The committee considered the introduction of a corkage charge for users bringing their own drinks to events. In supporting the principle of introducing the charge members noted the comparisons with other venues but wanted further clarification of corkage charges implemented by similar types of providers. In addition, it was considered that the cost of bottles purchased from the Café/Bar needed to be factored in.

The Deputy Town Clerk confirmed that the wedding licence issued for the Corn Exchange would be renewed free of charge for another year and that the wedding facilities were being promoted on social media.

Recommended:

1. That, the introduction of a corkage charge at Town Council facilities be supported; and
2. That, delegation be given to the Deputy Town Clerk to finalise the charges with the Venue & Events Officer following comparison with other similar facilities.

H115 **CORN EXCHANGE - DECORATION AND DAMP WORKS**

The report of the Operations & Estates Advisor was considered.

Members noted that the exterior decoration could be delayed for a couple of years to allow budgets to be allocated for the works.

In respect of damp works members considered the quotes submitted by contractors. It was agreed that Quote 1 provided the best option and would be a permanent solution. Clarification was given that the damp works would not impact on other developments at the Corn Exchange and any internal redecoration needed could be undertaken by the Works Team.

Recommended:

That, Quote 1 as detailed in the confidential appendix to the report be accepted.

H116 **CORN EXCHANGE WORKING PARTY**

The committee received the minutes of the Corn Exchange Working Party held on 7 March 2022.

The Deputy Town Clerk highlighted an issue that had been raised regarding the side lighting and options for electrical works that may be required. It was noted that whilst there was no specific budget for the works costs may be able to be met from the maintenance budget.

After discussion it was agreed that the issue should be referred to the Corn Exchange Working Party to recommend a way forward.

Resolved:

1. That, the minutes of the Corn Exchange Working Party held on 7 March 2022 be accepted; and
2. That, the issue of side lighting at the Corn Exchange be referred to the Working Party for consideration.

H117 **LANGDALE HALL - SIGNAGE REQUEST**

The Committee received a request from the ICE Centre for replacement signage at Langdale Hall.

Members expressed support for the new sign and clarification was given that the costs would not be the responsibility of the Town Council.

Recommended:

That the request from the ICE Centre for new signage at Langdale Hall be approved.

H118 **WINDRUSH CEMETERY MAPPING**

The report of the Operations and Estates Advisor regarding the mapping of existing graves and future layout at Windrush Cemetery was considered.

The committee noted the proposed works and links to potential development in the area that may facilitate a revised access and road layout on the site. The financial implications were also clarified.

After discussion members supported the recommendations in the report.

Recommended:

1. That, the additional sum required to develop a new concept plan for Windrush Cemetery be approved; and
2. That, Officers be authorised to contact the County Archaeologist regarding the possibilities of use for the area of archaeological remains.

The meeting closed at: 6.48 pm

Chair