

## TENBURY TOWN COUNCIL 2014/15 – PR03

Minutes of the meeting of the **PREMISES COMMITTEE** held on **Monday 15<sup>th</sup> September 2014** at **7.20pm** in the **Pump Rooms, off Teme Street**, Tenbury Wells.

PRESENT: Cllr E. Weston (Chairman), Cllrs M. Drummond, E. Hudson, J. Watson,

IN ATTENDANCE: Town Clerk

APOLOGIES: Cllr D. Ingram, Cllr J. Morgan, The Mayor

### **3.1 Apologies. To consider the acceptance of apologies for absence from Councillors**

Apologies had been received from Cllr D. Ingram, Cllr J. Morgan and The Mayor

**RESOLVED** that apologies be accepted.

### **3.2 Declarations of Interest.**

None

### **3.3 To approve as a true and accurate record the resolutions and Minutes of the Premises Committee meeting held on 14<sup>th</sup> July 2014.**

The Minutes of the previous meeting held on 14<sup>th</sup> July 2014 were approved and signed by the Chairman as a true and correct record of proceedings.

### **3.4 To review Actuals v. Budget to date**

Members reviewed their budget to date and felt it was on target. (Appendix A)

**RESOLVED** that the budget position be approved.

### **3.5 Premises Reports**

- Regal – Cllr Hudson reported that on-going issues with emergency lighting and remained unsolved. The Clerk said that she was also still in discussion with the Architect and Main Contractor regarding the guttering on the north side of the building but progress was extremely slow. Councillors felt that a firmer stance should be taken to get these issues resolved once and for all. The Clerk was instructed to contact the Architect and set a two week deadline for matters to be resolved explaining that if this was not possible the Council would have to consider with the use of retention monies to appoint someone else to rectify the problem.
- Disabled seating – a possible solution had been identified and the Clerk was in discussion with a seat manufacturer regarding feasibility and pricing.
- Pavilion – Cllr Drummond reported no change.
- Changing Rooms – Cllr Ingram no report.
- Pump Rooms - Cllr Morgan no report.

### **3.6 To consider a request from Tenbury Mistletoe Association to use the Pump Rooms and the Pavilion free of charge for events during the 2014 Mistletoe Festival.**

Members wished to support this event planned to bring business and tourism to the town at an important time of year.

**RESOLVED** to give use of the Pump Rooms and Pavilion on November 28<sup>th</sup> and December 6<sup>th</sup> free of charge.

### **3.7 To consider the actions necessary with regard to the shower in the Referee's Changing Room.**

It had been noted that the shower in the Referee Changing Room was missing its shower head and wall bracket. It was not clear when the damage had occurred as the Clerk had not been notified by TUF C of this issue. It was not clear whether the shower facility was indeed still required and the Clerk was awaiting confirmation from TUF C.

**RESOLVED** that the shower in the changing rooms be replaced up to a cost of £250 provided that there is a requirement according to TUF C.

### **3.8 To consider the idea for better screening of the view from the main assembly room in the Pump Rooms.**

Members agreed they wished to install 3ft trellis on the fence outside the assembly room windows. The Clerk was asked to get a quotation for consideration at the next meeting.

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**3.9 To be updated on the meeting to be held with users of the Pavilion regarding upgrades to facilities.**

A meeting had been held on 2<sup>nd</sup> September with representatives of bowling clubs and input from the tennis club. This had helped to clarify requirements and the bowling club had suggested visits to Woebley and Eardisland pavilions as these had recently been upgraded and offered good facilities. The Mayor, Cllr Hudson and the Clerk were to follow up on this in order to refine the Pavilion design further.

**3.10 Correspondence for Information**

None

**3.11 Councillors' reports and items for future agenda**

None

Meeting Closed at 8:50pm

Signed .....

Dated .....

PREMISES					PREMISES				
EXPENDITURE	Total Budgeted Spend incl Reserves	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE	INCOME	ORIGINAL BUDGET	ACTUAL	PROJECTED TO DATE	% of Budget Reached TO DATE
	2014-15					2014-15			
		Aug-14	Sep-14			Aug-14	Sep-14		
<b>Pump Rooms</b>					<b>Pump Rooms</b>				
Gas	1500	236.64	258.36	17%	Bookings	4000	1,471.40	1,471.40	37%
Electricity	1500	185.87	185.87	12%					
Water	200								
Rates	3100	1,509.40	1,810.40	58%					
Building Maintenance	2000	1,286.04	1,526.65	76%					
Fire Extinguishers/Alarm	400	85.00	85.00	21%					
Electrical Maintenance/Checks	200								
Boiler Maintenance	200								
Cleaning Materials/Disposables	50	21.22	21.22	42%					
Wedding License	500								
Project Reserves	4000								
	<b>13650</b>	<b>3324.17</b>	<b>3887.5</b>	<b>28%</b>		<b>4000</b>	<b>1471.4</b>	<b>1471.4</b>	<b>37%</b>
<b>Regal</b>					<b>Regal &amp; C.Centre</b>				
Building Maintenance	2500	262.00	262.00	10%					
Project Reserves	4000				Rent	4400	1,101.00	1,468.00	33%
RTT Grant Donation	10000	5,000.00	5,000.00	50%					
	<b>16500</b>	<b>5262</b>	<b>5262</b>	<b>32%</b>		<b>4400</b>			
<b>Pavilion &amp; Groundsmans Shed</b>									
Electricity	1100	211.88	211.88	19%					
Water	200	92.26	92.26	46%					
Rates	400	164.70	197.70	49%					
Building Maintenance	500								
Electrical Maintenance	500	234.00	234.00	47%					
Pavilion Roof Maintenance	500								
Project Reserves	2000								
	<b>5,200.00</b>	<b>702.84</b>	<b>735.84</b>	<b>14%</b>		<b>-</b>			
<b>Changing Rooms</b>									
Electricity	550	114.85	114.85	21%	Changing Rooms Meter	400	91.00	91.00	23%
Water	200	62.19	62.19	31%					
Building Maintenance	500								
Electrical Maintenance	500	49.50	49.50	10%					
Project Reserves	1000								
	<b>2,750.00</b>	<b>226.54</b>	<b>226.54</b>	<b>8%</b>		<b>400.00</b>			
	<b>38,100.00</b>	<b>9,515.55</b>	<b>10,111.88</b>	<b>27%</b>					
<b>Contingency Fund</b>	1000								
<b>PREMISES TOTAL</b>	<b>39100</b>	<b>9515.55</b>	<b>10111.88</b>	<b>26%</b>	<b>PREMISES TOTAL</b>	<b>8800</b>	<b>2663.4</b>	<b>3030.4</b>	<b>34%</b>