

# MINUTES OF A MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE HELD ON WEDNESDAY 20<sup>TH</sup> JULY 2022 AT 8.15PM IN THE COUNCIL CHAMBER, GREENACRE CENTRE.

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## Committee Members present:

S Hayes (Chairman), S Buck, A Cooper, M Cooper, S Dhaliwal, D Matthews, J Talbot

## Also present:

Town Clerk – Mrs K Elliott-Turner

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### **31/22 APOLOGIES FOR ABSENCE**

There were none, as all committee members were present.

### **32/22 DISCLOSURE OF MEMBERS INTERESTS AND REQUESTS FOR DISPENSATION**

There were no disclosures of members interests and no requests for dispensation.

Members were reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

### **33/22 PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

None present.

### **34/22 CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

Nothing to report.

### **35/22 FREE LET REQUEST – MEMORIAL HALL – COMMUNITY CHRISTMAS FAYRE**

Members considered a request from the Community Christmas Fayre Committee for their meetings in the run up to the event. Bookings are for the Rear Hall of Memorial Hall, 2 hours per booking. One booking has already taken place, with the second in September. Total of 4 hours at a cost to the council of £40.

Councillor Cooper declared an interest in this item, as Chairman of the Community Christmas Fayre Committee.

**RESOLVED** that a free let of the Rear Hall of the Memorial Hall is granted to the Community Christmas Fayre for their meetings in the run up to the 2022 event.

### **36/22 FLAGPOLE SERVICE**

Members considered undertaking an annual service of the flagpole outside The Greenacre Centre, to include an option to replace fixing bolts. It was noted that the flagpole was relocated from the Simpson Centre to the Greenacre Centre when the town council relocated, and that those who installed were not able to remove the hinge plate when re-siting the pole, which means maintenance and inspections are difficult and costly. The re-sited pole was also bolted to the ground, rather than with a ground anchor, into concrete.

**RESOLVED** that a new pole is purchased and installed, request a quote for an annual structural inspection and diarise for every 5 years. An annual visual will be carried out. The Clerk is asked to place an order, having negotiated the best deal possible, and

considering that we are also purchasing a new flagpole through the cemetery management committee.

### **37/22 LETTING POLICY – MEMORIAL HALL**

Members considered amending the lettings policy for the Memorial Hall regarding times for regular hirers on Saturdays.

**RESOLVED** that the lettings policy for the Memorial Hall is amended to confirm that regular 'contract' hirers will be permitted on a Saturday up to 3pm, thereafter the hall will be available to ad-hoc hirers.

### **38/22 CREATION OF STOREROOM**

Members were provided with a report from Councillor Cooper outlining possible new storage space which would be used by the council, by removing a section of the Oak Hall chair store. He confirmed that this would only be if the library were to relocate to the Oak Hall.

It was proposed, seconded and it was:

**RESOLVED** that in October, once a decision has been made by Central Bedfordshire Council as to whether the library relocates from the Simpson Centre to the Oak Hall at the Greenacre Centre, we enter into negotiations with the library to advise that we would like to take this space to use as council storage, however this is providing that it doesn't compromise their operations, and that it doesn't contravene fire regulations and meets building regulations.

### **39/22 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY**

Nothing to report.

There being no further business, the meeting was closed at 8.40pm.

**MINUTES APPROVED (date):**

**SIGNED BY CHAIRMAN:**