

Abingdon-on-Thames Town Council

**Draft Minutes of the Guildhall Committee held on
Monday 4th March 2019 at 7:00pm
In the Roysse Room, Guildhall, Abingdon**

Present:

Cllr Dennis Garrett	Chairman
Cllr Mike Badcock	Vice-Chairman
Cllr Neil Fawcett	
Cllr Brian Hedley	
Cllr Margaret Crick	Mayor of Abingdon-on-Thames (ex-officio)

In Attendance

Mr Jonathan Longden	Leys Longden
Mr Nigel Warner	Town Clerk
Mrs Susan Whipp	Treasurer / RFO
Mr Ian and Mrs Sue Wiper	Abbey Cinema
Mrs Jo Blackmore	Clerk to the Meeting

G46 Apologies for Absence

Apologies were received from Cllr Robert Hall.

G47 Declarations of Interest

None.

G48 Minutes

Members received and considered the minutes of the Guildhall Committee meeting held on 13th December 2018.

RESOLVED: that the minutes of the meeting of the Guildhall Committee of 13th December 2018 be agreed as a correct record and signed by the Chairman.

G49 Matters arising

There were no matters arising which were not covered elsewhere on the agenda.

G50 Public Participation

There no members of the public present, nor any questions or statements submitted prior to the meeting.

G51 **Financial report**

Members received and considered the report of the Treasurer / Responsible Financial Officer.

RESOLVED: that the report of the Treasurer / Responsible Financial Officer is approved and the recommendations contained therein be approved.

G52 **Risk Register Annual Update**

Members received and considered the report of the Treasurer / Responsible Financial Officer.

The committee noted the report.

Cllr. Neil Fawcett arrived at 7:07 pm

G53 **Guildhall Development**

Members received and considered the report of the Town Clerk in relation to Guildhall development. Mr Jonathan Longden of Leys Longden Associates attended the meeting and updated the committee on the building works.

RESOLVED: that the report of the Town Clerk be approved.

Mr Jonathan Longden left the meeting at 7:17pm

G54 **Exclusion of the Public, including the press**

The Chairman moved and it was **Resolved:**

That in accordance with section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1060 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transacted.

G55 **Confidential appendix**

Members received and considered the confidential appendix to the minutes of the meeting of the Guildhall Committee of 13th December 2018.

RESOLVED: that the confidential appendix to the minutes of the meeting of the Guildhall Committee of 13th December 2018 be agreed as a correct record and signed by the Chairman.

G56 **Guildhall Development**

Members received and considered the confidential report of the Town Clerk in relation to Guildhall development.

RESOLVED:

- That the specification be agreed for the audio-visual equipment as detailed in Town Clerk's confidential report.
- That, following the receipt of quotes, authority be delegated to the Town Clerk in consultation with the Chairman, Vice-Chairman and Mayor to select the equipment supplier and place the order.

G57 **Management and operation of the Guildhall**

Members received and considered the report of the Town Clerk in relation to the above. The offer in relation to the proposed use of the Old Magistrates Court by the Abbey Cinema for part of the time was considered in confidential session due to its commercial sensitivity.

RESOLVED: That the revised proposal be referred to Full Council for further consideration.

Members considered catering arrangements at the Guildhall and requested that the Town Clerk discussed this further with the Abbey Cinema.

G58 **Reversion to Open Session**

The Chairman moved and it was **resolved:** that the meeting returned to open session, it being 7.45 pm.

Mr Jonathan Longden returned to the meeting at this point.

G59 **Updates to Guildhall project**

Jonathan Longden informed the committee:

- That the Space for Change toilet should be completed shortly.
- The drinking water fountain was awaiting for planning consent.

RESOLVED: That Inside Out be instructed to undertake the work in relation to the drinking water fountain as an addition to the current project.

As this is the last committee meeting of the current council Cllr. Dennis Garrett thanked Mr Jonathan Longden for his work on the project.

Mr Jonathan Longden left the meeting and Mrs Sue Wiper and Mr Ian Wiper joined the meeting at 7:50pm

G60 Management and operation of the Guildhall

Members resumed their consideration of the Management and operation of the Guildhall and the report of the Town Clerk.

RESOLVED: that the report of the Town Clerk in relation to Guildhall Management and Operation be approved.

There followed a presentation by Mrs Sue Wiper and Mr Ian Wiper of the Abbey Cinema, who manage and operate the Guildhall on behalf of the Council.

Mr and Mrs Wiper thanked the committee for the opportunity to attend the meeting and gave a presentation (attached).

Points to note:

- The Open Weekend went very well with the public with 1000+ visitors attending. Response was positive and delighted that the Guildhall was open again.
- Separate teams have been appointed to concentrate specifically on Guildhall and the cinema.
- They feel that their teams and the council are working well together and that they are being fully supported by Abingdon Town Council.
- Responses from the Open Weekend
 - Request for Guildhall treasures to return to Roysse Room. It was noted in this regard that work to upgrade the cabinet was planned for 2019/20.
 - Provide descriptions and explanations next to all the paintings and provide a guidebook.
 - The public were very satisfied with the community hire rates, which were felt to be very reasonable.
- The cinema has had 11,000 admissions to date and received requests for private viewings.

The meeting rose at 7:45pm.