

Romsey Town Council

Town Hall
1, Market Place
Romsey
SO51 8YZ



BUILDINGS & COMMUNITY COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 6th February 2024

In the Chair: Councillor S. Wilkinson

Attendance:

P Councillor C. Birkett	A Councillor A. Goddard
A Councillor C. Burgess	P Councillor N. Gwynne
P Councillor J. Burnage	A Councillor R. Kohli
P Councillor M. Cooper	P Councillor J. Parker
P Councillor J. Critchley	P Councillor J. Urquhart
P Councillor I. Culley	
P Councillor S. Gidley	

Clerk: Judith Giles

Public: 0

Present:

Suzi Shilling – Business, Events & Tourism Officer

Debbie Forder – Events Manager

Howard Brisland – Building Manager

1. APOLOGIES

Apologies received from Cllr. A. Goddard and Cllr. R. Kohli, Cllr. C. Burgess

2. DECLARATIONS OF INTEREST

Cllr. C. Birkett - Youth Democracy Event

3. MINUTES

The minutes of the Building & Town Committee Meeting held on 5th December 2023 were confirmed as a correct record.

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr J. Urquhart

CARRIED

Matters Arising

Agenda item 9 External lighting – Woodley Village Hall. The Building Manager reported there has been no movement on this project. He will be working with the Chair of Woodley Village Hall over the next few weeks to progress.

PUBLIC PARTICIPATION

None

4. ARCHIVIST REPORT

None received.

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5. UPDATE - TOM CRUTCHFIELD TVBC LANDSCAPE ARCHITECT

Tom Crutchfield – Landscape Architect, TVBC gave a detailed update with regards to the FMC outside improvements. Confirmation of £58k through a capital funding bid was confirmed. Ongoing maintenance was discussed. Benches may well be ready by end March/beginning of April. Cllr. J. Critchley asked does it include the widening of 2 car spaces. Tom Crutchfield to confirm.

6. REVIEW OF BOOKINGS

The Events Manager reported bookings are at an all time high and the Town Hall is now just about hired out to capacity.

7. FINANCE REPORT

Noted – no concerns.

8. BUILDING AND ENVIRONMENT MANAGER'S REPORT (Appendix 1)

Noted. Cllr. N. Gwynne requested the Building & Environment Manager and the Business, Events & Tourism Officer add a category to their report to include Projects List (items they are working on). Cllr. J. Critchley asked the Committee if they were happy for RTC to join Speedwatch. The Committee agreed to this.

9. 20MPH PROPOSAL WITHIN ROMSEY TOWN CENTRE

RECOMMENDATION: It is **PROPOSED** by Cllr. J. Critchley and **SECONDED** by Cllr. I. Culley to introduce 20MPH speed limit within Romsey Town Centre

RESOLUTION NO. 20/46

It was **RESOLVED** to apply to HCC to introduce 20MPH speed limit within Romsey Town Centre and refer costings of approximately £30,000 to the Finance & Resources Committee meeting on 13th February 2024 for approval.

PROPOSED Cllr. J. Critchley

SECONDED Cllr. I. Culley

CARRIED

It was agreed to run an on-line survey using Smartsurvey. A discussion was held with regards to the area to be covered.

10. ROMSEY EXTRA DISPLAY BOARD – COUNCIL CHAMBER

The REPC Display Case is now in place. The Building Manager was requested to investigate a Matching Display Case with a history of the abolition of the Romsey Borough and subsequent creation?? of Romsey Town Council.

11. BUSINESS, EVENTS & TOURISM OFFICER'S REPORT

Noted.

12. ANNUAL TRACTOR RUN

The Business, Events & Tourism Officer will meet with the Annual Tractor Run organisers to agree a mutual date for the 2024 Tractor Run.

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13. CHRISTMAS 2024/BEGGAR'S FAIR

Due to overcrowding in the centre of town the Chief Officer confirmed the Christmas Switch-On event will be held on a separate evening from the Winter Carnival. The Business, Events & Tourism Officer outlined new plans for the Christmas Light Switch-On event which may incorporate the Beggar's Fair who are celebrating their 30th Anniversary.

14. PROJECTS LIST WORKING GROUP

A discussion was held with regards to the Projects List. The Building & Environmental Manager reported he is currently looking into locating defibrillators at both allotments sites which are on the projects list. Cllr. N. Gwynne to update list and email to this Committee.

15. ROMSEY FUTURE

Cllr. J. Critchley reported the next Romsey Future meeting has been postponed. It was agreed to put forward the following Shared Prosperity Fund ideas to TVBC:-

1. Improve the path between Boots and Morisons to make it a more pleasant and interesting area
2. Undertake cleaning of the Palmerston statue
3. Undertake cleaning of the Charter Stone (column)
4. Town paved areas being repaired and properly cleaned.
5. To refurbish the town waymarkers

16. YOUTH DEMOCRACY EVENT

Cllr. C. Birkett confirmed 70 people will be attending the Youth Democracy Event. He reported he is meeting with TVBC this week to discuss the event.

17. MAYORAL AWARD SCHEME/ENVIRONMENTAL AWARD

Nominations

Romsey Choirs
Beggar's Fair
Romsey Festival
Voluntary Town Litter Pickers

18. GRANTS - Youth Democracy Event - £300

RESOLUTION NO. 20/47

It was **RESOLVED** to fund the Youth Democracy Event from the Projects Fund

PROPOSED Cllr. J. Parker

SECONDED Cllr. S. Wilkinson

CARRIED

Meeting Close 21.25

Romsey Town Council App 1

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Building & Environment Manager Report to Buildings and Communities Committee 6th February 2024

1. **TVBC Grounds Maintenance Contracts** Unfortunately, a meeting with the TVBC Environmental Services Team had to be cancelled. This is to discuss existing grounds maintenance and new items from the project list I am working on with Cllr Gwynne.
2. **Speed Limit Reminder Sign** This is still with Mayur Patel Principal Traffic Management Engineer at HCC. The application appears to have been mislaid. Therefore, I have resubmitted it along with Cllr Critchley additions. I have just been told a decision will be forthcoming within two weeks of 29/1/24.
3. **Handrails** The handrails on the main staircase up to the CC are being replaced and the additional rail replaced. This was removed several years ago when the chair lifts were installed.
4. **Bar** One of the bottle coolers has been replaced.
5. **Christmas Lights** These have been taken down dried out packed and returned to store in the basement.
6. **Lengthsman** This position has been filled by David Chase our Handyman. He will start his additional duties in April.
7. **Woodley Village Hall** Fire escape. Still working on solution
8. **Lift** A repeater alarm has been fitted to the outside of the office to ensure the lift emergency alarm can be heard when the office is not manned.
9. **Town Way Markers** I have received one quotation and expect to receive another before the meeting.
10. **SR Allotments** I have received more documentation from the committee. Quotations being sought.

Suzi Shilling – Business, Events and Tourism Officer – February 2024

Bi-Monthly Report to Buildings and Community Committee

Great British Spring Clean

GBSC is part of Keep Britain Tidy as is the nation's biggest mass-action environmental campaign. In 2024, the campaign returns from 15 March to 31 March. Please can I have some dates from each district to promote to the public to attend.

Saving Santa – Friday 8th December Romsey Reindeer Trail which is a Chamber of Commerce event will next year be over two weeks but launched on the Saving Santa night.

Easter Trail – Working with Romsey Chamber and local retail and businesses to produce an Easter trail to run over the two-week holidays. Hampshire Life have written an article to go out with events and places to visit in Romsey which will include the trail.

Volunteer Fair

The Fair was attended by over 300 people with 23 organisers attending. Responses back were positive with some reporting over 25 volunteer sign ups. RTC managed to gain 15 new volunteer marshals.

Romsey Business and Brew

The new Chamber breakfast meeting 'started in January and held at Romsey Town Council. Gained sponsorship from Reeve the Baker to support the new launch which was highly attended by many businesses and retailers from the town. The new format hopes to create a networking event with highlights of what is on and on offer to businesses in and around the area.

Issues still outstanding: State of pavements in the town.

Opportunities: Christmas Market 2024, Easter

Event & Business Group Meetings:

- Saving Santa Wrap Up Meeting
- **Continued action** - Romsey Disabled People Partnership – Worked with TVBC and was introduced to members. The group is looking to increase attendees to help discuss how the Town can help, assist, and cater for those with all disabilities. Please continue to pass this plea onto your constituencies.
- Romsey Chamber of Commerce Networking, Breakfast Meetings and Exec Meetings
- Beggars Fair Committee Meetings
- Romsey Food Fair Meetings for 2024
- Romsey Pubwatch

Event priorities have been:

- Set up and managed Romsey Reindeer Trail as part of the Romsey Chamber Saving Santa Christmas events.
- Volunteer Fair – organising attendees and promotion of the event, press releases and gaining feedback.
- Marshals - encouraging additional volunteers to join the team. An additional 3 joined having been at Christmas events. Preparation for Antiques Fair, Christmas events, Beggars Fair managing schedules, operations, security, training and protocols for each event. Taking advice from different parties on the complexed needs to prove the security and safety of the town during events.
- Beggars Fair 30th anniversary event – events throughout the year, partnership with other organisations/businesses, event parking, promotion / marketing and funding.

Business

Promoting and liaising with TVBC and the Job Centre to help promote the second Jobs Fair at Crosfield Hall on 22 February 2024 to potential businesses to showcase their opportunities and then to help generate prospective employees.

Promoting 'Cross – Chamber Connections' which is on the 29th February organised by the Romsey Chamber as a joint event with Salisbury and District Chamber of Commerce should anyone want to network with businesses in these areas.

A new event for the town is the Vegan Market a one-off event in Romsey on Sunday 11th February 2024. Opportunity to do a couple a year.

Community

Working on the Romsey Food Partnership to create a working group to help and assist those in Romsey and Test Valley gain the support they need by bringing in key businesses to help facilitate new programmes, funding, and partnerships.

Attended Test Valley South Locality Health Forum to understand the problems and opportunities to our health service in South Test Valley. In talks for a councillor from RTC to attend to understand how and what needs to be done to achieve a better provision for this area.

TVBC

Monthly catch-up meetings with **Jennie Pell**, Principle Economic Development Officer

HCC

Despite preparing a detailed photo library of all flawed paving in the centre of town including areas which is: broken, uneven, needs replacing, mended temporarily, and need upgrading. There has been no action.

Elected Members

Ad hoc meetings with Councillors to resolve any issues and keep updated with all things Romsey.

Key priorities:

Future events

- Vegan Market Sunday 11th February 2024
- Jobs Fair – working with TVBC and DWP – 2nd event planned for 22 Feb 2024.
- Antiques Collectable & Decorative Arts Fair
- Beggars Fair

Opportunities

- Easter Trail
- Christmas Market planning
- Summer Fair
- Set up Romsey's events document, sign up and emergency plan.

Threats

- Turning trend of converting commercial shops and office space to residential in Central Romsey.
- State of pavements in Town Centre
- Areas of Romsey looking tired, weeds, broken and rotting benches

Empty Retail Space

M & Co – planning applications in process

Old Cornmarket (prev. Barclays) - Vacant

29, 31A The Hundred (prev Ladbrooks) – Vacant but works currently underway

56-58 The Hundred – Planning applications in process

6 Cornmarket (prev Computer Repair) – Vacant

1 Marketplace (prev Chemist/Print shop) - Vacant

New business opening:

7 Bell Street – Cult & Antiques Shop and Tea Room – went and met new owner and sent information on grants, new business information for startups run by TVBC and Incuhive, Shopwatch and networking events in the area.

New business enquiry yet to sign a lease agreement – sent the above information and talked about their business and how it would link up with other businesses in the town.

Meetings coming up:

Romsey Food Partnership

Test Valley Safety Management Group

Beggars Fair 2024 30th anniversary

Food Fair 2024!!

TVBC Events Organiser for Andover

Disabled Partnership Training to businesses