#### **n the Chair: Councillor J. Critchley**

**Attendance:**

P. Cllr. D. Baverstock P. Cllr. J. Critchley

P. Cllr. J. Burnage A. Cllr. K. Dunleavey

P. Cllr. J. Cairney -. Cllr. M. Southey

P. Cllr. M. Cooper P. Cllr. J. Parker

A. Cllr. I. Culley A. Cllr. C. Wise

A Cllr. N. Gwynne P. Cllr. S. Wilkinson

Clerk: Judith Giles Present:

Public: Lisa Mortimer - TTC

Debbie Forder – Events Manager

Howard Brisland – Building Manager

1. **APOLOGIES**

Cllr. I. Culley, Cllr. K. Dunleavey, Cllr. N. Gwynne, Cllr. C. Wise

1. **DECLARATION OF INTEREST**

None

1. **MINUTES**

The minutes of the Building & Town Committee Meeting held on 19th October 2021 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Burnage

**SECONDED:** Cllr. J. Cairney

**CARRIED**

**Matters Arising** –

None

1. **PUBLIC PARTICIPATION –** None
2. **CCTV COVERAGE – ROMSEY**

Andrew Pilley – TVBC Community Engagement Manager reported he has carried out investigations to increase CCTV coverage in identified car parks in Romsey. His findings are in view of low crime rates in Romsey car parks, CCTV would not be cost effective at this present time, but will be kept under review. Cllr. M. Cooper thanked Andrew for his efforts

1. **ARCHIVIST REPORT –** None
2. **REVIEW OF BOOKINGS**

The Events Manager reported bookings continue to be on the increase, although due to recent Covid Omicrom variant some have cancelled for January 2022

1. **FINANCE REPORT**

The Chief Officer presented Month 6. No areas of concern.

1. **BUILDING MANAGER’S REPORT (Appendix 1)**

Noted. Cllr. J. Burnage asked the Building Manager when the Boards in the Council Chamber are going to be corrected. The Building Manager reported he is awaiting confirmation from the Contractor.

1. **TOWN & TOURISM CO-ORDINATOR REPORT (Appendix 2)**

The Town & Tourism Co-ordinator reported ShopAppy now has 16 businesses signed up. Cllr. J. Parker asked if Arts and Crafts retailers who haven’t got a shop if they can get a platform on ShopAppy. The TTC confirmed they can.

The Tourism App is hopefully going to cost a lot less than previously thought.

1. **HENDOG GRAFITTI – MEMORIAL PARK**

The Building Manager confirmed a poly carbonated sheet has been put in place to protect the Hendog Artwork in the Memorial Park

1. **QUEEN’S PLATINUM JUBILEE 2ND- 5TH June 2022.**

The Chief Officer reported a Thanksgiving Service will take place on Saturday 4th June at 3.00p.m. in Romsey Abbey followed by a Reception in the Church Rooms. Other events are currently being looked at. An update will be given at the next meeting on 8th February 2022.

**GRANTS -** Romsey Young Carers Update

**Noted.**

**Meeting closed 8.14p.m.**

**Building Manager Report to Building and Town Committee 7th December 2021.**

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| 1 | **Terrorism** | As noted below I received within the Covid Guidance for Outdoor Events Security Guidance especially aimed at Terrorism. With only four days to the Switch-on event this caused quite a stir! I updated our Risk Assessments accordingly and liaised with the Police and Counter Terrorism Security Adviser. Basically, we have been told we are doing all we can reasonably do without a specific threat being known. Good to know! |
| 2. | **Council Chamber** | I am applying to the Parish and Town Council Investment Fund for a Green Grant for the double glazing and draft sealing the large windows.  The upgrade for the lighting, PA and AV systems will also start after Christmas. |
| 3. | **Covid Working** | I am still regularly checking the information updates from both the Government and Health & Safety Executive. The Risk Assessment and guidance is then updated. There are still sneaky diktats appearing. The latest surprise was security! |
| 4. | **Garden** | Work is now complete on the wall, beds and storage. The gate post and drainage have been repaired. Planting will take place in the Spring and the benches refurbished. |
| 5. | **Cupernham Notice Board** | The new notice board has been purchased and will be fitted upon receipt. There is currently a delay due to material supply issues. |
| 6. | **Wedding License** | The new license has been applied for. This will run from the 22nd February 2022 when the existing one expires. |
| 7. | **Utilities** | Our gas supplier is now Octopus. The same as our electricity. The price is not as good as the supplier who went bust but, is significantly less than British Gas who we were transferred to. |
| 8. | **Bench Seats** | The new bench for the corner of Chambers Ave/Botley Rd. Will be fitted towards the end of January. |
| 9. | **Street Art** | “Hendog” in the Memorial Park. I am now working with Cllr Critchley on the final solution for preservation. |

**Attachment 2**

**Item No 9**

**Lisa Mortimer MRICS – Romsey Town and Tourism Co-ordinator**

**Report to Romsey Town Council Building and Town Committee - Tuesday 7th December 2021**

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| **Item No** | **Subject** | **Report** |
| **1** | **General commentary** | Since my last report to your October 2021 meeting, Romsey has taken on a festive air, culminating with the Christmas Lights Switch on Event and Winter Carnival taking place on 27th November. Once again the lights and the tree in the Market Place look wonderful.  Romsey day to day life has a sense of normality about it, albeit a new “normal” and up until the weekend on 27th November I had noticed less mask wearing in shops and other venues.  However with the Government announcement of a new Covid variant, mask wearing will become compulsory again in shops and transport from Tuesday 30th November.  It remains to be seen whether this new Covid situation will have an effect on the already fragile consumer confidence and behavior. |
| **2** | **Around the Town Centre:** | The Market Place continues to be a popular place to meet and socialise over a coffee or a meal and certainly with the mild Autumn weather, people are still sitting outside and making the most of the wide external seating areas.  Many people are still preferring to stay local and shop locally rather than venturing into other retail centres such as Southampton, Bournemouth or Portsmouth. It remains to be seen whether this trend is set to continue and certainly it will be something that I will monitor over the course of 2022. But there does seem to be anecdotal evidence that there has been a cultural shift of consumer behavior during the pandemic to want to support local businesses and keep the £ in the local community.  Although there have been some changes to retail users in the Town Centre, fortunately vacated units have not stayed empty for very long and there is currently very little empty retail space.  **9 Latimer Street (Hayes Music) –** Under Offer via Primmer Olds  <https://primmeroldscrm.agencypilot.com/crm/store/documents/other/960382_noad9akiz7c53zu1.pdf>  Quoting Rent £29,500 per annum via a new FRI lease  **17 Latimer Street (Kutz)** – to let via Primmer Olds  Quoting Rent £12,000 per annum via a new FRI lease  **Planning Applications Update in Town Centre since last report in October 2021**  **8 Market Place Romsey SO51 8NB – Cocky Anchor**  Temporary installation of a Marquee in the garden of the Micro-Pub from November to February to be fixed by anchors in the perimeter bed of the garden  Ref. No: 21/02769/FULLS | Received: Wed 22 Sep 2021 | Validated: Wed 22 Sep 2021 | Status: **REFUSE**  **8 Market Place Romsey SO51 8NB – Cocky Anchor**  Variation of Condition 3 of 21/00548/FULLS (Proposed changes of use of ground floor to Micropub (A4); New Shopfront and Shop Door, reinstatement of windows on ground floor southern elevation, new glass canopy on rear elevation, creation of pedestrian access in southern boundary wall, new front dormer window and new rooflights, access to basement with cellar doors mounted at street level and revised licencing hours for the 'Garden' to reflect the 'Micro-Pub' 11.00am to 10.00pm) to extend the Hours of Business to 10.00 to 23.30 Open for comment icon  Ref. No: 21/02788/VARS | Received: Fri 24 Sep 2021 | Validated: Fri 24 Sep 2021 | Status: **REFUSE**  **21 The Hundred Romsey – Judy Webb Florist**  Change of use of first and second floor flat to offices alterations to shop front and single storey rear extension  Ref. No: 21/02691/FULLS | Received: Tue 14 Sep 2021 | Validated: Tue 14 Sep 2021 | Status: **Permission Granted subject to conditions**  **Waitrose 32 Alma Road Romsey SO51 8AS**  Variation of condition 18 of approved application 08/00911/FULLS (Extension to foodstore and associated works) to allow a wider delivery window for HGVs and Ecomm deliveries (home delivery service) Status:**Current** |
| **3** | **Town Centre events and markets:** | **Romsey Makers Market**  The Makers Markets have been getting steadily busier as they have approached the festive season with many makers on waiting lists to trade as the bookings have been full each week.  Some weeks are busier than others in Romsey, it always seems busier when Hampshire Farmers Market is on at the same time, but they have had a fairly busy time the last couple of markets and they expect it to get busier still over the next last few.  They have got busking every week now from Romsey Ukulele Group, Michelmersh Silver band and The Ben Poore project.  Having Bradbeers open on the Sundays before Christmas will definitely create a busier and festive atmosphere too.  Overall, the markets remain a wonderful draw to the Town on a Sunday and a showcase for creative crafts and they hope to continue to grow and develop into the new year. The markets are advertised and shared well on social media too.  **Romsey Market**  The Market continues to trade well although there have been some recent weather challenges with high winds.  They have a solid core of traders in place and all are geared up for Christmas.  The Market will trade normally up to and including Christmas Eve.  There is also an extra Market on Thursday 23rd, where the Traders missing Saturday 25th have been invited.  The Market will then reopen on Tuesday 4th January.  Bradbeers will be open for Sunday trading on 6th and 13th December from 10am until 4pm.  **Romsey Antiques Market**  The second Romsey Antiques Market post lockdown took place on Sunday 17th October, which was a great success and much appreciated by traders and visitors alike. The next Event will be held in May 2022.  **Christmas Lights Switch On and Winter Carnival**  This event took place on 27th November after a year’s absence due to Covid restrictions. The event was very well attended despite the windy and bitterly cold conditions.  **Late Night Shopping and Santa Recue**  Scheduled to take place on 10th December  **Beggars Fair**  After taking place online in July this year, the “live” event is scheduled to take place on Saturday 9th July 2022. LM liaising with Beggars Fair Committee at their monthly meetings. |
| **4** | **Meetings Attended** | Attached is a schedule of meetings I have attended since my last report and planned meetings (so far). |
| **5** | **ShopAppy on line trading platform for Romsey Businesses** | Welcome Back Funding received via allocation from DLUHC to Test Valley BC. ShopAppy instructed to deliver online e-commerce platform for Romsey on behalf of Romsey Town Council by end of March 2022.  • Page construction complete  • Pop up banner with coming soon message added  • Data uploaded to ShopAppy CRM with LM input  • 6 businesses are currently registered and will be on-boarded soon  • E mail sent to all businesses reference shoplocalonline.org    The Makers Market has also signed up to ShopAppy.  Next Steps are for ShopAppy to identify a delivery partner/collection points  LM is managing the ShopAppy contract on behalf of the Town Council and further updates will be given as the project progresses to all partners and stakeholders.  Further press releases are also planned and go-live launch event is being discussed. |
| **6** | **Tourism and Work with the Romsey Future Tourism Group and Proposed Romsey Tourism & Community Heritage App** | LM has attended several meetings of the Romsey Future Tourism Group at which the potential development of a Romsey Community Heritage and Tourism App has been discussed.  Potential funding streams for the development of a Romsey Tourism App are currently being identified, including potential grant funding from Test Valley Borough Council. Romsey Town Council has also pledged some potential funds towards this project.  It has been suggested by TVBC that a tranche of Welcome Back Funding could be used to deliver this project, however it is recognised by all parties that this simply isn’t practicable in the time remaining for the money to be spent by end of March 2022, as venues would have to be engaged and content written.  However, LM had suggested that some of the Welcome Back Funding might be used to engage a software designer to scope the project and prepare a specification. If such a designer could be identified this part of the project might well be delivered by the spending deadline.  LM has engaged with Buckingham Town Council in respect of opening a dialogue with the software designer who developed their Buxplore App and a response is awaited imminently. |
| **7** | **Cruise Passenger & Local Tourism** | Ongoing work with Portsmouth International Port, Tourism SE and Hampshire County Council to develop a potential trial tour for the 2022 Cruise season. A draft itinerary is being worked up which is aimed at the Boutique Cruise market. |

LM 30.11.2021