#### In the Chair: Councillor K. Dunleavey

**Attendance:**

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

A. Cllr. J. Burnage P. Cllr. N. Daas

P. Cllr. J. Cairney P. Cllr. K. Dunleavey

P. Cllr. M. Cooper P. Cllr. M. Southey

P. Cllr. I. Culley P. Cllr. J. Parker

 P. Cllr. C. Wise

Clerk: Judith Giles Present:

Public: Mark Edgerley – Town Centre Manager

 Debbie Forder – Events Manager

 Howard Brisland – Building Manager

 Barbara Burbridge - LTVAS

1. **APOLOGIES**

Apologies received from Cllr. J. Critchley and Cllr. J. Burnage

1. **CHAIRMAN AND VICE-CHAIRMAN 2017-18**

Cllr. D. Baverstock proposed Cllr. K. Dunleavey as Chair, seconded by Cllr. N. Daas

**CARRIED**

Cllr. K. Dunleavey proposed Cllr. Cllr. C. Wise as Vice Chair, seconded by Cllr. D. Baverstock

**CARRIED**

1. **DECLARATION OF INTEREST**

Cllr. M. Cooper – Grant Romsey & Abbey Tennis Club - £1,000

Cllr. N. Daas - Grant Romsey & Abbey Tennis Club - £1,000

1. **MINUTES**

The minutes of the Building & Town Committee Meeting held on 9th April 2019 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. M. Cooper

**CARRIED**

**Matters Arising**

None

1. **PUBLIC PARTICIPATION - None**

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1. **ARCHIVIST REPORT (Appendix 1)**

1. **REVIEW OF BOOKINGS**

The Events Manager reported the income for 2019-20 to date suggests we will meet the projected budgeted income.

1. **FINANCE REPORT**

The Town Clerk presented the Finance Report to the Committee explaining each Cost Centre and Codes for new Councillors present.

1. **BUILDING MANAGER’S REPORT (Appendix 2)**

The Building Manager presented his report. It was agreed Cllr. M. Cooper and Cllr. K. Dunleavey will join Cllr. J. Parker on the Town Hall Working Group.

1. **PROPOSED TOWN HALL LIFT**

**RECOMMENDATION:** to approve Consultant be employed to provide engineering drawings at a cost of £3,000 to enable a full tender exercise

**RESOLUTION NO. 19/01**

It was **RESOLVED** to approve Consultant be employed to provide engineering drawings at a cost of £3,000 to enable a full tender exercise

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. J. Cairney

**CARRIED**

1. **TOWN HALL ANNUAL MAINTENANCE REVIEW**

**RECOMMENDATION:** Committee approve Town Hall Maintenance schedule for 2019-20

**RESOLUTION NO. 19/02**

It was **RESOLVED** toapprove Town Hall Maintenance schedule for 2019-20

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. C. Wise

**CARRIED**

1. **TOWN CENTRE MANAGER REPORT (Appendix 3)**
2. **MARKET**

The Town Clerk confirmed the agreement between Bradbeers, Broadlands and the Town Council has been signed to jointly operate Romsey Market. A meeting has been arranged to discuss improvements which can be made to make the market more successful

1. **TOWN SIGNS**

The new Town Signs have been received and will be put in place in the next 2/3 weeks.

1. **EMERGENCY PLAN GROUP**

The Town Clerk outlined the Romsey Emergency Plan for new Councillors on the Committee.

1. **GRANTS**

**Romsey Marshals**

**RESOLUTION NO. 19/03**

It was **RESOLVED** to grant £250 and allocate £250.00 from the Civic Cost Centre to the Romsey Marshals

**PROPOSED:** Cllr. D. Baverstock

**SECONDED:** Cllr. C. Wise

**CARRIED**

**Citizen’s Advice Bureau**

**RESOLUTION NO. 19/04**

It was **RESOLVED** to decline Citizen’s Advice Bureau request for £500 Grant as it is for an Outreach in North Baddesley and does not adhere to the criteria for a Romsey Town Council Grant

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. K. Dunleavey

**CARRIED**

**Romsey & Abbey Tennis Club (RATC)**

**RESOLUTION NO. 19/05**

It was **RESOLVED** to grant £250 to Romsey & Abbey Tennis Club (RATC)

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. J. Cainey

**CARRIED**

**Romsey Opportunity Group**

**RESOLUTION NO. 19/06**

It was **RESOLVED** to grant £250 to Romsey Opportunity Group

**PROPOSED:** Cllr. K. Dunleavey

**SECONDED:** Cllr. J. Parker

**CARRIED**

***Romsey Charities Fair***

**RESOLUTION NO. 19/07**

***It was RESOLVED to grant £250 to Romsey Charities Fair***

***PROPOSED:*** *Cllr. J. Parker*

***SECONDED:*** *Cllr. C. Wise*

***CARRIED***

 Meeting Closed 9.14p.m.

 **ATTACHMENT 1**

**BUILDING & TOWN COMMITTEE: Meeting 11.06.2019**

**ARCHIVIST’S REPORT**

Since the last meeting there have been three bank holiday Mondays meaning that Jennifer Wilsdon and I have held archives sessions on fewer occasions (Monday mornings being our scheduled time-slot). I can, however, report the following progress.

1. We are pleased to say that we have now completed our computer entries for all items so far identified as belonging to RTC stored archives.
2. We have found two pictures which we believe to be part of the twinning collection, one relating to Paimpol and one to the Battenberg area. (see picture sheet attached). They have been left on our work table awaiting decision.
3. We have found an original mayoral photograph for which we had previously thought only a digital survived (see picture sheet attached)
4. We have also made a file of artefacts, starting with the very large blue/white jug that appeared on our table, to which we added the old black tin voting box. In the ‘tunnel’ we listed the following
	1. Bust of Lord Palmerston
	2. Black tin box labelled ‘Romsey Municipal Charity (?19th century)
	3. Very heavy iron fire tongs
	4. Archaic embossing seal press with seal heads removed
	5. Sort of axe (see attached photo)
	6. BUSHEL MEASURE – need to locate

NEXT STEPS

1. We shall liaise with Howard to look at Strong Room contents to see what items might be added to the Basement collection, ie items that do not really need Strong Room storage.
2. We shall take a file set at a time (eg mayoral, groups, events etc) for cleaning, photographing and wrapping. We shall start with the mayoral portraits since these have already been photographed.
3. As we release space we would be happy to take the ‘tunnel’ artefacts into the collections area.

*PLEASE NOTE: I shall now be on leave until Monday, 8th July.*

 

Paimpol by night ?Battenberg abstract

 Mayor Waterman

 *precise name needed*

 **Attachment 3**

**Mark L. Edgerley - Romsey Town Centre Manager**

**Report to RTC Building and Town Committee April & May 2019**

**Introduction**

The Market Place works remain on target for July completion, it is now possible to get a better impression of the final appearance, we have received many positive comments but there is a wish by local residents and businesses to see an end to the unavoidable disruption

**Town Centre occupancy summary**

Please see Annex A

**Town Centre Events**

There is no doubt in my mind that the Market Place works are now having a negative impact on our residents willingness to come into the Town Centre and we very much look forward to completion of the works.

The May Antiques Fair was blessed with fair weather, we had good crowd in the morning but numbers dropped off in the afternoon. Traders reported takings down but this reflected other events attended this year, in the trade apparently they describe it as a “kipper period” one trader described it as the worst in 35 years on the markets, all blame the national situation and uncertainty resulting in a loss of public confidence to spend.

However, most traders said they would return in October and when we floated a suggestion of a pre-Christmas Market, we had sufficient interest for use to set Sunday 8th December as working date.

Planning for the Beggars Fair are well advanced with the team adjusting the plans as it becomes clearer what space will be available. We have concerns about the Abbey stage because of the contractor’s encampment, currently the plan is to occupy the turning circle in Church Place

**Markets**

The tri-party agreement was signed on 23rd April at The Town Hall, we achieved some good publicity in the local press that has generated interest from the national trade press. There have been some new traders stepping forward and with Bradbeers we are slowly establishing an action plan for introducing improvements. We will have a big push once we get the town centre back in our control.

**Business Support**

I have been working with individual businesses on an eclectic mix of issues from promotion, begging, retail crime, faulty public realm infrastructure, dog fouling and recently an increase in rats around Sterling Walk. Many of these issues are resolved with support from TVBC officers.

**Romsey Future**

Limited background work undertaken on RF during the period although the elections restricted what could be achieved, things are just starting to wind up again.

A consultant has been retained by TVBC to assist thinking and progress on the “Digital Town” further meeting planned for 7th June.

**Other issues**

I make no excuse for reporting this subject for what is now the third time. The surface of the Cornmarket continues to cause concern, the local Highway Management share our concerns but lacks resources to repair it properly. Frankly the quality of repairs undertaken by the HCC contractor is little better than pathetic with workers spending longer sat in their vehicle than actually working. The continued parking of blue badge holders in this pedestrian area is a major issue that we hope will be resolved once the Market Place is complete, there is absolutely no point in having traffic orders in place and then not enforcing them especially when the parking is on a surface designed for pedestrian only use.

Temporary repairs have been completed at the junction of Latimer Street and the Hundred, one of the crossing points having collapsed, we await a permanent resolution to this long-standing issue.

**Mark L. Edgerley,**

**Romsey Town Centre Manager 5th June 2019**

**Building Manager Report to Building and Town Committee 11th June 2019.**

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| 1 | **Drains** | We have had trouble with Food Waste and foreign bodies being put down the drains. This has caused much upheaval for all. There will be new manhole covers fitted in the garden and back door foyer.There are fundamental design errors in part of the 1980’s system. I will be fitting some non-return valves to mitigate, which is the lowest cost option, not a complete solution. |
| 2. | **Street Lights** | Received from HCC “The annual PFI price rises have been agreed with the PFI Service Provider. Therefore, the maintenance charge for your lights will increase by 1.35% from £34.26 to £34.72 per unit back-dated to 1st April, 2019.” |
| 3. | **Telephones** | Installation of the new system took place on 24th May with the system going live on 30th May.  |
| 4. | **Garden** | Application approved to remove wall. Work scheduled for end June/July. |
| 5. | **Water** | The water low pressure supply within the building ceased to work due to blockages within the system. We will be moving to a fully mains pressure system. The cost of these unplanned works will come out of the internal maintenance budget. This will necessitate the planned decoration works to be moved to next FY. |
| 6. | **Waste** | Having carried out a “Best Value” exercise our waste collection has now been transferred to ACE Liftaway.  |
| 7. | **Office** | The main and Town Clerks offices have had new low power consumption lighting installed. The Reception area will be next. |
| 8. | **New Access To Basement** | Is currently being installed as part of the Market Place improvements. |
| 9. | **Town Entrance Signs** | Have been ordered and will be installed by the end of the month. |