#### In the Chair: Councillor C. Wise

**Attendance:**

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

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

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

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

P. Cllr. I. Culley P. Cllr. C. Wise

P. Cllr. N. Daas P. Cllr. S. Wilkinson

Chief Officer: Judith Giles Present:

Public: 0 Debbie Forder – Events Manager

 Howard Brisland – Building Manager

1. **APOLOGIES**

None

1. **DECLARATION OF INTEREST**

None

1. **MINUTES**

The minutes of the Building & Town Committee Meeting held on 9th June 2020 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Burnage

**SECONDED:** Cllr. J. Critchley

**CARRIED**

**Matters Arising** – Agenda Item 9. Meeting between Building Manager and 3 Councillors to discuss Maintenance Schedule still to be arranged.

1. **PUBLIC PARTICIPATION -** None
2. **ARCHIVIST REPORT –** None
3. **REVIEW OF BOOKINGS**
4. **TOWN HALL**

The Events Manager reported the income for 2020-21 is down from £24,346 to £10,841 due to COVID-19. However bookings are on the increase, in particular weddings for 2021-22

1. **REVIEW OF FILMSHOWS**

The Events Manager reported we are in discussions with the Plaza to temporarily start showing films at the Plaza.

1. **FINANCE REPORT**

The Chief Officer presented Month 3 Finance Report to the Committee. It was noted income is down due to COVID-19.

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

The Building Manager presented his report which included an update regarding plans for a lift in the Town Hall.  It was noted lift specification should be received this week which will then go out to tender.

Cllr. M. Cooper asked the Building Manager if he has been contacted by Anna Longley, Landscape Designer and Geoff Hallwood, Tree Officer (HCC) to discuss the tree which needs replacing on the Piazza.  The Building Manager confirmed he is liaising with Geoff Hallwood and had discussed the planting issues he raised. He had no contact with Anna Longley. He has been assured that a full inspection of the pit and planting technique will be undertaken. The Building Manager reported the water trough in the Cornmarket is now working and available for the public to use.

1. **TOWN HALL – WAY FORWARD – COVID 19**

The Chief Officer reported the staff are now all back working in the Town Hall. She thanked the Building Manager and the Events Manager for their work putting in place government guidelines for hirers of the Town Hall.

1. **TOWN CENTRE MANAGER RECRUITMENT UPDATE**

The Chief Officer reported 6 interviews will be held via Zoom on 13th August 2020 followed by a second interview on 18th August for successful candidates.

1. **EMERGENCY PLAN UPDATE**

The Chief Officer reported the Romsey Emergency Plan Group continue to support the town throughout the COVID-19 pandemic. Cllr. J. Parker reported social media is proving to be an excellent source of communication to the public.

1. **WAR HORSE**

With reference to a Councillor’s query regarding the transfer of funds from the War Horse Committee to Romsey Town Council. The Internal Auditor confirmed the Letter of Transfer received is adequate, subject to the words “in perpetuity” being added. The War Horse Committee Chair, has amended letter of transfer to include “in perpetuity”.

1. **THE HUNDRED**

**RECOMMENDATION:** the Committee supports HCC improved scheme for The Hundred, which will include semi-permanent features such as planters, lockable bollards, parklets that would be much more in keeping with the conservation area status of the town centre than the measures currently being used being.

After discussion where Councillors put forward their views the following was resolved:-

**RESOLUTION NO. 20/10**

It was **RESOLVED** the Chief Officer confirms RTC Building & Town Committee support for HCC improved scheme for The Hundred, which will include semi-permanent features such as planters, lockable bollards, parklets that would be much more in keeping with the conservation area status of the town centre than the measures currently being used being. RTC request you let them have sight of proposals before anything is finalised and put in place.

**PROPSOSED:** Cllr. J. Parker

**SECONDED:** Cllr. J. Burnage

**CARRIED**

1. **PAYPHONE CONSULTATION**

**RECOMMENDATION:** to approve removal of telephone box

After discussion where Councillors put forward their views both for and against the recommendation the following resolution was made

**RESOLUTION NO. 20/11**

It was **RESOLVED** to approve removal of telephone box

**PROPOSED:** Cllr. M. Southey

**SECONDED:** Cllr. M. Cooper

**CARRIED**

1. **HGV SURVEY**

Cllr. J. Critchley updated the Committee regarding a Town Centre HGV Survey he has carried out. He asked the Committee for their support in carrying out a HGV survey on the outer roads in Romsey. The Building & Town Committee supported his request.

1. **GRANTS**

None

1. **CORRESPONDENCE**

Letter from Chamber of Commerce to HCC Cllr. R. Humby dated 31st July 2020 – Noted

 **Meeting closed 8.53p.m.**