#### 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

Chief Officer: Judith Giles Present:

Public: 0 Mark Edgerley – Town Centre Manager

 Debbie Forder – Events Manager

 Howard Brisland – Building Manager

 Barbara Burbridge – Honorary Archivist

 Cllr. N. Daas

1. **APOLOGIES**

Apologies received from Cllr. K. Dunleavey

1. **DECLARATION OF INTEREST**

Cllr. D. Baverstock - Unity

1. **MINUTES**

The minutes of the Building & Town Committee Meeting held on 13th August 2019 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Burnage

**SECONDED:** Cllr. J. Critchley

**CARRIED**

**Matters Arising** - None

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1. **PUBLIC PARTICIPATION - None**
2. **ARCHIVIST REPORT – Attachment 1**

1. **REVIEW OF BOOKINGS**
2. **TOWN HALL**

The Events Manager reported the income for 2019-20 to date suggests we will exceed projected budgeted income. The Bookings income is at its highest since 2015/16. Bookings for 2020-21 are progressing well.

1. **REVIEW OF FILMSHOWS**

Filmshow income is on target

1. **FINANCE REPORT**

The Chief Officer presented Month 5 Finance Report to the Committee. There were no areas of concern.

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

The Building Manager presented his report. Cllr. J. Parker asked for an update regarding the Town Hall lift. The Building Manager reported he is currently liaising with Consultants and will report to the next meeting the outcome of all the possible options.

1. **TOWN CENTRE MANAGER REPORT (Appendix 3)**
2. **EMERGENCY PLAN GROUP**

The Chief Officer reported Full Council approved a recommendation the Emergency Plan Group come under the remit of Romsey Town Council. This now allows the Group to apply for insurance cover. An Incident Co-ordinator’s meeting will take place on 22nd October 2019.

1. **GRANTS**

**Romsey Choral Society**

**RESOLUTION NO.**

It was **RESOLVED** to grant £250 to Romsey Choral Society

**PROPOSED:** Cllr. M. Cooper

**SECONDED:** Cllr. D. Baverstock

**CARRIED**

**Unity**

The Chief Officer was requested to investigate the nature of the event the Grant Application is for and overall costs considering the level of Unity’s current bank balance. She will report back to the next meeting.

 Meeting Closed 8.27p.m.

Appendix 1

Archivist's Report for 15th October 2019

There may still be something to creep out of the woodpile, but Jennifer and I think we now have everything recorded on the computer.  If you wish to have a copy in the office, please let me know.

Meanwhile, we are proceeding with practicalities:

1. Reversing mirror fittings on those frames so fitted, to save them from sticking through wrappings

2. Cleaning pictures

3. Photographing pictures for the labels (when wrapped) with the longer term view of adding thumbnails to the computer records

We would like to identify an area in the Town Hall as a 'changing' display area, so that the public may have the chance to view some of the pictures and artefacts.  Perhaps an exhibition might be another way of sharing the archives with the public.  Opinions would be welcome.

**Building Manager Report to Building and Town Committee 15th October 2019.**

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| 1 | **Basement**  | Main door from foyer has had viewing panes inserted to help with egress whilst Court Room is in use. Ventilation has been improved by the fitting of intumescent grilles in the compartment walls and main door. |
| 2. | **Christmas Lights** | The anchor points for the festoons have been tested and/or upgraded. |
| 3. | **Bench Seats** | Several of our seats were removed during the Market Place works. The replacements are now HCC responsibility. The one from outside Nat West has replaced the damaged one from Cupernham Lane. The spare in the TH garden has replaced the damaged HCC bench from outside Barclays in the Cornmarket. The two damaged and rotten ones from the Dissenters Burial Ground have been replaced with the old ones from outside the TH.  |
| 4. | **Garden** | The crumbling section of wall has been removed. Maintenance will be ongoing over the next few months. |
| 5. | **Ground Floor Toilets** | Extractor fans are being fitted. Two core holes have been drilled to improve air flow between the DDE/Gents/Cleaners Cupboard. The Gents fan is complete with the other two following as resource becomes available.  |
| 6. | **General** | Carpets and interior windows have been professionally cleaned. |
| 7. | **Mace Pole & Market Place Electrics** | Remaining electrical installation will take place w/c 14th October. |
| 8. | **New Access Hatch To Basement** | Remedial work will start on 14th October and take three days to complete. |
| 9. | **Planned Servicing** | Heating Boilers, fire alarms, emergency lights and stairlifts have all been serviced with no major faults found  |
| 10. | **Lift** | This Feasibility Study has not progressed as far as I would have hoped by now. Largely due to the amount of time I have had to spend chasing HCC regarding items 7 & 8 above. |

 **Appendix 3**

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

**Report to RTC Building and Town Committee August & September 2019**

**Introduction**

Residents and visitors alike are making great use of the Market Place, it clearly is being used as a place to socialize and meet friends. Increasing numbers of people taking the time to stand and take in the surrounds. Hopefully either the Romsey Future Tourism workstream of the “Smart Town” initiative will develop some form of interruptive signage to explain context of the square.

Area has seen some buskers and we will continue to encourage that and use of area for stalls, currently on Saturdays we have a Southampton company promoting electric and regular bicycles and as we near Christmas Michelmersh Silver Band have promised a couple of Saturdays playing seasonal tunes.

Thankfully we have seen a small upturn in footfall figures in last couple of months that may be an indication of more people returning to the Town Centre as the roadworks were scaled down.

**Town Centre occupancy summary**

Please see Annex A

We are told lots of interest in Abbey Hotel, being marketed by Savills, freehold £1.6M plus VAT for investment as hotel or “other uses” subject to planning approval.

The White Horse closed on 30th September when National Crime Agency removed TWH Romsey Ltd as the management company. NCA have appointed new management company but change over seemed more complex than NCA expected as they were unable to reopen within expected two days.

**Town Centre Events**

The Food Festival drew its normal large crowd, I will be working closer with organisers next year to remedy some issues of crowd congestion in The Hundred and some points raised by TVBC licensing team. All in all a great event

**Markets**

We have attracted a few more traders to the market, some on an ad hoc basis, difficult to predict future patterns of attendance and there have been a number of days when predicted high winds have deterred traders. As our more rigorous management is introduced, we may see this pattern change, however just at the moment we need to do all we can to keep the traders we have!!

**Business Support**

We supported the very successful Test Valley Business Awards in Mid-September and have committed to be part of the 2020 event steering committee. The launch for next year will be at Kimbridge Barn with the awards held once again in the Army Flying Museum.

We have had a number of conversations with individuals interested in Market Place properties, where potential planning policy issues pop up TVBC Officers have taken up the conversations in a very helpful and supportive manner.

**Romsey Future**

A recent meeting of Romsey Future group responsible for reviewing benefits of a “Smart Town” project have reviewed suggestions by a TVBC appointed consultant and have as a result requested that TVBC build a business case for a Town Centre WiFi network that will be free to use. From that base some of the ideas from the RF Tourism Group can be taken forward, such as “virtual signage”.

The draft master planning ideas for South of Town Centre have been discussed by Romsey Future workstream leads, I can see much merit in the ideas and it will be interesting to hear the public views on the plan before it goes through a formal consultation / approval system

**Other issues**

It was disappointing to hear that our bid to Historic England for match funding to restore the Cornmarket to a standard more in keeping with its historic past has failed. This does make it even more important that HCC complete the repairs that have been identified over recent months.

There are also consider numbers of paving repairs required in Latimer Street and The Hundred, I accept that budgets are said to be tight but by observation public spending is increasing at a huge rate and local residents don’t get the capital viz running cost agreement and frankly why should they, building new infrastructure ahead of maintaining existing is foolhardy.

By far the greater numbers of engagements I have with local residents and businesses are about the state of pavements which in its self is a distraction from other medium / long term issues.

**Mark L. Edgerley,**

**Romsey Town Centre Manager 7th October 2019**