

# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ



## **BUILDING & TOWN COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 16<sup>th</sup> August 2022

**In the Chair: Councillor S. Wilkinson**

### **Attendance:**

P. Cllr. D. Baverstock  
P. Cllr. J. Burnage  
P. Cllr. J. Cairney  
P. Cllr. M. Cooper  
A. Cllr. I. Culley  
P. Cllr. N. Gwynne

P. Cllr. J. Critchley  
A. Cllr. K. Dunleavy  
P. Cllr. J. Parker  
P. Cllr. C. Wise  
P. Cllr. C. Wilkinson

Clerk: Judith Giles  
Public: 0

Present:

Debbie Forder – Events Manager  
Howard Brisland – Building Manager

### **1. APOLOGIES**

. Cllr. I. Culley & Cllr. K. Dunleavy

### **2. DECLARATION OF INTEREST**

Cllr. D. Baverstock – Bringing Together Andover CIC

### **3. MINUTES**

The minutes of the Building & Town Committee Meeting held on 14<sup>th</sup> June 2022 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. J. Burnage

**CARRIED**

**Matters Arising –**

None

### **4. PUBLIC PARTICIPATION – None**

### **5. ARCHIVIST REPORT – Chief Officer to contact Barbara Burbridge – Honorary Archivist regarding ongoing Archivist Reports**

### **6. REVIEW OF BOOKINGS**

The Events Manager reported bookings continue to be on the increase, in particular weddings. She raised concerns with regards to the parking outside the front of the Town Hall for weddings. HCC state even though parking suspension has been paid for and arranged by hirer, if a car is parked with a disability badge wardens cannot do anything about it. The Events Manager to email Cllr. M. Cooper who will investigate with HCC Traffic Warden Supervisor, John Sorrell.

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### **7. FINANCE REPORT**

The Chief Officer presented Month 3. No areas of concern. Cllr. N. Gwynne asked if the Black Signposts in the town are the responsibility of RTC. The Chief Officer confirmed TVBC are responsible. She will contact TVBC and request they are refurbished

### **8. BUILDING MANAGER'S REPORT (Appendix 1)**

Noted. Bench Seats. The Building Manager was asked to explain what a "SWQC" is that HCC insists their Contractor has. The Contractor who has this card is charging more. The Committee requested a letter be sent to HCC highlighting this.

The Building Manager reported HCC stated in our permission to install, our Contractor must apply for a licensees under section 50 of the New Roads and Street Works Act 1991. This requires the operatives to have SWQC. This is a card showing the operative and supervisor are properly qualified. See this link to explain <https://www.gov.uk/government/publications/street-works-qualifications-in-england/street-works-qualifications-in-england-guidance-for-operatives-and-supervisors>

### **9. BUSINESS, EVENTS AND TOURISM OFFICER REPORT (Appendix 2)**

Noted. The Committee congratulated the Business, Events and Tourism Officer for a very clear and succinct report.

### **10. ROOM HIRE CHARGES – 2022**

**RECOMMENDATION:** to review Town Hall Room Hire charges and not increase for 2022

#### **RESOLUTION NO. 22/11**

It was **RESOLVED** not to increase Town Hall Room Hire charges for 2022

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. J. Critchley

**CARRIED**

### **11. PROPOSED BUILDING & TOWN BUDGET 2023-24**

A discussion was held regarding the proposed Building & Town Budget 2023-24

#### **RESOLUTION NO. 22/12**

It was **RESOLVED** to increase the Grants Budget by 10% to £4,400

**PROPOSED:** Cllr. N. Gwynne

**SECONDED:** Cllr. S. Wilkinson

**CARRIED**

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### **12. PROPOSED CITIZEN'S AWARD SCHEME**

It was agreed to rename to "Mayor's Awards Scheme" and publicise using social media.

The Chief Officer to put together a criteria for the Scheme and present at the next Building & Town Committee Meeting.

### **13. ROMSEY INFRASTRUCTURE IMPROVEMENTS**

Update to Romsey Town Council re. Requested dropped kerb in Whitenap Lane. Cllr Cooper reported he had received a request from a resident for a dropped kerb in Whitenap Lane near the point where Five Elms Drive and Northlands Road join the lane in order to more easily access Botley Road, the Whitenap Playspace and the wider town. There are 102 dwellings off Five Elms, many of them homes with young families and numerous prams and children's buggies. The original request came from a household where there is a severely disabled resident who is mainly wheelchair bound. The northeast side of the lane is in Romsey Town, the southwest in Romsey Extra. HCC estimate an original cost of between £400 and £700. However, the presence of buried services may significantly raise this cost.

At present Cllr Cooper and Cllr Adams-King, the Romsey Rural Division Councillor, have agreed to fund £1,000 each from their devolved County Council budgets and this is, in part, funding a design and viability study by HCC. Romsey Extra PC has pledged a significant contribution from its CIL funding pot. When the cost is known Cllr Cooper will report back to the Council. He suggested that Romsey Town Council might wish to contribute from its own CIL funds as one half of the crossing point was within the current town boundary.

Cllr. J. Critchley reported he is writing scoping documents for consideration at Romsey Future's next meeting in September: 1. to improve footpath barriers such that modern larger mobility scooters can pass (Sadler's Mill will need some further consultation with those affected); and 2. for an upgrade to the Greatbridge to Grayling Mead/Fishlake footpath.

Cllr. C. Wise reported she is meeting with Kevin Harrington, TVBC Parks and Countryside Manager to discuss possible Splash Park in Romsey

Cllr. J. Cairney asked when a developer has finished how long are they allowed to leave advertising on fencing around the development. Cllr. J. Parker to investigate.

### **14. ROMSEY FUTURE**

Cllr. J. Critchley reported the South of Town Centre will be discussed at the next meeting in September and anticipates a lot of queries.

8.40p.m. Cllr. D. Baverstock left the room

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### **15.GRANTS**

#### **BRINGING TOGETHER ANDOVER CIC**

##### **RESOLUTION NO. 22/13**

It was **RESOLVED** to grant £150 to Bringing Together Andover CIC

**PROPOSED: Cllr. N. Gwynne**

**SECONDED: Cllr. J. Parker**

**CARRIED**

The Chief Officer to request Organisation change name to "Bringing Together Test Valley CIC"

#### **ROMSEY MALE VOICE CHOIR**

##### **RESOLUTION NO. 22/14**

It was **RESOLVED** to grant £150 to Romsey Male Voice Choir

**PROPOSED: Cllr. S. Wilkinson**

**SECONDED: Cllr. J. Critchley**

**CARRIED**

#### **ROMSEY CHARITIES FAIR**

##### **RESOLUTION NO. 22/15**

It was **RESOLVED** to grant £150 to Romsey Charities Fair

**PROPOSED: Cllr. J. Parker**

**SECONDED: Cllr. J. Burnage**

**CARRIED**

**Meeting closed 8.50p.m.**