

Romsey Town Council

Town Hall
1, Market Place
Romsey
SO51 8YZ



BUILDING & TOWN COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 16th October 2018

In the Chair: Councillor M. Curtis

Attendance:

P. Cllr. N. Bailey
P. Cllr. D. Baverstock
P. Cllr. M. Bramley
P. Cllr. J. Burnage
P. Cllr. M. Cooper

P. Cllr. M. Curtis
-. Cllr. K. Dunleavy
P. Cllr. M. Greggains
P. Cllr. I. Hibberd
P. Cllr. N. Michell
-. Cllr. J. Parker

Clerk: Judith Giles
Public: 0

Present:
Mark Edgerley – Town Centre Manager
Debbie Forder – Events Manager
Howard Brisland – Building Manager

1. APOLOGIES

Apologies received from Barbara Burbridge

2. MINUTES

The minutes of the Building & Town Committee Meeting held on 14th August 2018 were confirmed as a correct record.

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. M. Greggains

CARRIED

Matters Arising

Romsey Christmas Lights

RESOLUTION NO. 18/24

It was **RESOLVED** to recommend to the Finance & Resources Committee up to £3,500 be taken from General Reserve to cover the cost of the Christmas Light refurbishment. This figure will be reduced by any additional donations which may still be received.

PROPOSED: Cllr. M. Curtis

SECONDED: Cllr. I. Hibberd

CARRIED

The minutes of the Building & Town Committee Meeting held on 28th August 2018 were confirmed as a correct record.

PROPOSED: Cllr. M. Greggains

SECONDED: Cllr. J. Burnage

CARRIED

Matters Arising

The Building Manager reported he is still investigating a replacement PA system for the Court Room

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3. DECLARATION OF INTEREST

None

4. PUBLIC PARTICIPATION

None

5. ARCHIVIST REPORTS (Appendix 1)

Noted

6. REVIEW OF BOOKINGS

The Events Manager reported bookings are slightly ahead than they were at the same time last year.

7. FINANCE REPORT

Noted

8. BUILDING MANAGER'S REPORT (Appendix 2)

The Building Manager presented his report. Cllr. M. Cooper asked what progress he has made with regards to the proposal to install a lift in the Town Hall, subject to quotes. The Building Manager said he is currently receiving quotes and will hopefully be in a position shortly to present to the Building & Town Committee

9. TOWN CENTRE MANAGER REPORT (Appendix 3)

The Town Centre Manager presented his report. A discussion was held regarding the right of way from Newton Lane Car Park to Bell Street passed La Parisienne.

RESOLUTION NO. 18/25

It was **RESOLVED** to support in principal efforts to be made to prove Right of Way from Newton Lane Car Park to Bell Street passing through the side of La Parisienne

PROPOSED: Cllr. M. Cooper

SECONDED: Cllr. M. Curtis

CARRIED

Cllr. M. Cooper will send details to the Town Centre Manager of the one HC Officer who handles this work. Cllr. M. Cooper advised this can be a long process.

10. MARKET

The Town Clerk confirmed the agreement between Bradbeers, Broadlands and the Town Council is currently with Broadlands Solicitors. Hopefully the agreement will be signed before Christmas 2018.

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11. TOWN SIGNS

The Town Clerk confirmed the CIL funds (Community Infrastructure Levy) as of 31st October 2018 are sufficient to cover the costs of new Town Signs.

RESOLUTION NO. 18/26

It was **RESOLVED** to recommend to the Finance & Resources Committee, CIL money received in this financial year be placed in an Earmarked Reserve to cover the cost for replacing the Town Signs.

PROPOSED: Cllr. M. Curtis

SECONDED: Cllr. M. Greggains

CARRIED

12. GRANTS

Romsey Old Cadet – Deferred until their Financial Report received.

Meeting Closed 8.16p.m.

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Appendix 1

Buildings & Town Committee 16.10.2018 Archivist's Report

Current Work

Work on RTC's archives in the Council basement continues on Monday mornings as follows:

- 1 Further progress has been made in listing and measuring the sets of pictures with only a few sets left to do. Most pictures are in reasonable condition and will only need basic cleaning before wrapping and labelling.
- 2 The sorting has created sufficient space that the Council records previously stored with the Romsey Local History Society archives have now been accommodated alongside the Council pictures. Twinning material has likewise been moved.
- 3 There are just one or two items not yet with this overall collection – eg some twinning artefacts, Lord Palmerston's head, the Romsey bushel, but more spacing for sorting is needed before these can be brought in. (NB: Most of these items are currently just within the boiler room)

Future Work

- 1 The twinning artefacts are a combination of gifts to the Council and those to the twinning committee. At some point representatives of the Buildings & Town Committee, with possible input from the Twinning Committee, need to assess the quality of these artefacts and what should be kept in the Town Hall.

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- 2 Among the pictures and artefacts are some select items that I would like to see exhibited around the Town Hall eventually—perhaps in the Mayor’s Parlour cabinet and along the corridors. In particular, there is a photograph of Lady Palmerston and a picture of William Cowper-Temple (Lord Palmerston’s heir) which should go on the upper stairwell along with other Broadlands portraits. Again, I would welcome others’ opinions once present work is completed and all such items have been identified.
- 3 A fresh look should be taken re the possibility of finding funding for the restoration of the Missing Family coat of arms.

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Building Manager Report to Building and Town Committee 16th October 2018.

- 1 **Toilets** Planning and ordering of long lead items in progress for works in January 2019.

2. **Lift Feasibility** This is progressing. I have quotations from three lift companies. I have yet to receive a formal price for the new stair case although, two local companies are interested.

3. **Christmas Lights** Erection will start week commencing 29th October ready for Switch on 24th November.

4. **Town Council Office** All five computers have had additional RAM fitted to improve operation. Upgrades to accounting system had led to very slow operation.

5. **Town Council Office** Air Conditioning has been serviced and one unit deep cleaned.

6. **Basement** The old sewer sump in the middle basement has been pumped out.

7. **Garden** Works to continue later in the year.

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Appendix 3

Mark L. Edgerley - Romsey Town Centre Manager Report to RTC Building and Town Committee August & September 2018

Introduction

We always see variable footfall through the summer holiday but this year we did seem to attached numbers of overseas visitors staying / touring in the area by car, lots of European number plates in the car park which I have not noted in previous years.

Town Centre occupancy summary

Bell Street

- Kit & Caboodle, have undertaken complete refurb of the shop front and are now working on café upgrades, café opening date not yet decided. Talking with the owner they are pleased with their increased footfall and believe the move from Church Street was beneficial.
- The only remaining empty shop in the street (formerly Test Valley Vape) is ready to let and being actively marketed.

Church Street

- Abbey Hotel refurbishment seems to be making some slow progress again, considerable work completed in rear garden to enable use as part of White Horse wedding offer.
- The “Cat Café” has opened and report good early interest

Abbey Walk

- All units in use

Market Place

- Kitchenhuss opened weekend of Romsey Show, they are pleased with the early weeks of trading. The building refurbishment is of a high quality and it is now an attractive unit inside and out.
- Former Boots closed early July 2017, building returned to original two unit configuration, refurbishment of the larger unit now well inhand after a difficult period obtaining all require permissions.
- The front office of Romsey Advertiser is now closed; there are at least two local retailers interested in using the space. Decisions placed on hold by Newsquest, although now looks as if the RA journalist will be based in their Winchester office. I am talking to the

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paper about having drop in sessions in the Town Hall to maintain some form of local presence for the journalist.

- The Co-op travel agency unit is now subject to a planning pre-app for extension to retail area with single residential unit over, conversion of ground floor to a restaurant with bifold doors opening on to the refurbished Market Place.
- Sundae's Child have announced they are taking a break clause on the lease for café and ice cream parlor as it does not attract sufficient business to warrant costs. The ice cream making side of the business will continue, with product going into other retailers, special events and other places currently being explored. The café will shut in next few weeks but there is already interest from potential new tenants

The Hundred

- Number 39, former Jane Scarth House, being actively marketed although the rear of the building will be redeveloped into residential use with offices over retail unit.
- Former New Look unit is we understand on the radar of a national brand with a draft lease on the table
- The Phoenix has reopened under a temporary management agreement but is still being actively marketed

Cornmarket

- Work to refurbish the offices above Barclays Bank by new landlord now completed to a very high standard. Owner has moved his staff in and will now start to market the other three offices that are available on the first floor. Work on the exterior of the building is planned

Dukes Mill

- Former Organic Bliss retail shop now cleared and being actively marketed, although a cosmetic dental company have a planning application in process to convert the three units including Organic Bliss into a surgery. Given the South of Town Centre project this would be a regrettable loss of retail space.

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Town Centre Events

The **September 2nd Food Festival** was a great success and well attended as was the Vegan Festival based in the Town Hall on the same day.

Romsey Show, Saturday 8th September thankfully the weather was kind and good crowds turned up. The planning for the 2019 show has already commenced and we could see some significant changes to this event to reflect the changing face of traditional Agricultural Shows nationally who now have to compete for an audience with the many commercial country shows.

Stall bookings for October 21st **Antiques Fair** are good if the weather is on side we are in for another great event

Final planning for Christmas events is complete

Markets

Still slow process, the existing Street Traders Licence Bradbeers hold expires in April 2019 so we have increased our pressure on other parties to enact the plan RTC have already approved.

Business Support

Most of my effort in the period has been with the TV Business Awards which held its awards dinner on 13th September, two of six winners were Romsey based businesses.

Romsey Future

The "Visit Romsey" website is now launched and three people involved in destination management in the town are to receive training on 15th October so we can manage site locally.

Alongside the website we are developing a pocket guide for Romsey along the lines of the very successful Stockbridge publication; this will be a self-funding venture with considerable input from TVBC design team and TourismSE team.

The initial consultation with the public regarding the South of Town Centre project has been good, phase one has been extended to the end of October when the masterplanning phase will begin in earnest.

As resources allow TCM is pulling together some new ideas to develop a "digital town" offer which in phase one will offer free to access town centre WiFi and potentially a basic app to navigate the town retail and eatery offer, later phases could include links to data giving availability in the carparks and as a means to broadcast details about road closures etc.

Mark L. Edgerley,
Romsey Town Centre Manager

11th October 2018

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