

# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ



## **BUILDING & TOWN COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 18<sup>th</sup> April 2023

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

### **Attendance:**

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

P. Cllr. J. Critchley  
- Cllr. K. Dunleavy  
P. Cllr. J. Parker  
P. Cllr. C. Wise  
P. Cllr. S. Wilkinson

Clerk: Judith Giles  
Public: 1

Present:

Debbie Forder – Events Manager  
Howard Brisland – Building Manager  
Suzi Shilling – Business, Events & Tourism  
Officer

### **1. APOLOGIES**

Apologies received from Cllr. J. Cairney

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

Cllr. D. Baverstock – Unity

### **3. MINUTES**

The minutes of the Building & Town Committee Meeting held on 7<sup>th</sup> February 2023 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Burnage

**SECONDED:** Cllr. I. Culley

**CARRIED**

#### **Matters Arising –**

Agenda item 8 – The Chief Officer confirmed TVBC has not paid £4,000 towards the Business, Events & Tourism Officer role as in previous years, as they now pay for one of her days a week.  
Agenda item 11 - The Chief Officer reported Full Council meeting on 21<sup>st</sup> March 2023 approved plan for Newsletter in future to be available on RTC website and other social media platforms. A printed version will be available at different locations throughout the area. The Chief Officer asked Councillors to let her know of suitable locations for the Newsletter to be placed.

### **4. PUBLIC PARTICIPATION**

Sea Cadets Leader – stated if the sea cadets can be of help in any way within the community please let her know.

### **5. ARCHIVIST REPORT**

Noted. The Archivist – Barbara Burbridge reported she has requested individual photographic portraits of all recent mayors. The Chief Officer will liaise with Barbara to fulfil this exercise.

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### **6. WALL HANGING IDENTIFICATION**

#### **RESOLUTION NO. 23/35**

It was **RESOLVED** to add explanatory plaques to all hanging memorabilia

**PROPOSED:** Cllr. C. Wise

**SECONDED:** Cllr. N. Gwynne

**CARRIED**

### **7. REVIEW OF BOOKINGS**

The Events Manager reported Town Hall bookings are still on the increase. The Committee congratulated the Event's Manager for all her hard work.

### **8. FINANCE REPORT**

Noted. The Chief Officer reported the overspend on the casual workers cost centre is due to the extra bookings taken for hiring of the Town Hall.

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

Noted. The Building Manager reported we now have all REPC documents in the Town Hall. The Archivist is going to assess the collection for historical value. Cllr. J. Parker requested the final set of REPC minutes are sent to the HCC Records Office to be registered with all previous REPC minutes. The Building Manager was asked if mobility scooters are allowed in the lift. He reported they are not and signage is in place within the lift and he is currently procuring additional signage for outside the lift. The Building Manager reported he is awaiting information from Phoebe Merrick for REPC display cabinet in the Council Chamber.

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

Noted.

### **11. ROMSEY TOWN COUNCIL ALLOTMENTS RENT**

**RECOMMENDATION:** To approve rental increase from Broadlands Estates for Romsey Town Council Allotments site from £1,100 per annum to £1,725 per annum (£15 per plot per annum)

#### **RESOLUTION NO 23/36**

It was **RESOLVED** to approve rental increase from Broadlands Estates for Romsey Town Council Allotments site from £1,100 per annum to £1,725 per annum (£15 per plot per annum)

**PROPOSED:** Cllr S. Wilkinson

**SECONDED:** Cllr. D. Baverstock

**CARRIED**

A discussion was had regarding possible small yearly increase to allotment rents.

### **12. EMPLOYMENT OF LENGTHSMAN**

**RECOMMENDATION:** to approve Chief Officer sign Agreement for Employment of Lengthsman

#### **RESOLUTION NO. 23/37**

It was **RESOLVED** to approve Chief Officer sign Agreement for Employment of Lengthsman

**PROPOSED:** Cllr D. Baverstock

**SECONDED:** Cllr. J. Critchley

**CARRIED**

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### **13. PROJECT LIST**

No projects to be added to the list

### **14. ROMSEY FUTURE**

No meetings have been held recently

### **15. MAYORAL AWARD SCHEME/ENVIRONMENTAL AWARD**

#### **RESOLUTION NO. 23/38**

It was **RESOLVED** to grant the following a Mayor's Award to Wilder Romsey and Hampshire & Isle of Wight Trust

**PROPOSED:** Cllr. C. Wise

**SECONDED:** Cllr. S. Wilkinson

**CARRIED**

### **16. GRANTS**

#### **RESOLUTION NO. 23/39**

It was **RESOLVED** to grant Romsey Charities Fair £200

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. N. Gwynne

**CARRIED**

#### **RESOLUTION NO. 23/40**

It was **RESOLVED** to grant Unity £850

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. M. Cooper

**CARRIED**

#### **RESOLUTION NO. 23/41**

It was **RESOLVED** to grant Romsey Chamber Music Festival £500

**PROPOSED:** Cllr. S. Wilkinson

**SECONDED:** Cllr. C. Wise

**CARRIED**

**Meeting closed 8.54p.m.**