



Newmarket

T O W N C O U N C I L

**Minutes of a Meeting of the Memorial Hall Regeneration Committee
held on Tuesday, 13th January 2009 at 6.30 pm at the Memorial Hall, Newmarket**

Attendance :

Councillor W Burch, Chairman
Councillor K Bovill, Vice-Chairman
Councillor W Hirst
Councillor C Turner, Town Mayor
Councillor J Bailey, Deputy Town Mayor

Also Present: Isabelle Barrett – Town Clerk, Rosemary Foreman – Minute Assistant, Mr Henry Martin

Minute	Action by
M/09/01/1 <u>APOLOGIES</u> Apologies were received from Councillors G Jaggard and M Jefferys.	
M/09/01/2 <u>DECLARATION OF MEMBERS INTERESTS & CONSIDER UPDATE OF REGISTER OF INTEREST</u> None noted.	
M/09/01/3 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY, 11th NOVEMBER 2008</u> Councillor Burch signed the minutes of the Memorial Hall Regeneration Committee meeting held on Tuesday, 11 th November 2008, as a correct record.	
M/09/01/4 <u>MATTERS ARISING</u> None noted.	
M/09/01/5 <u>AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION RELATING TO ITEMS LISTED IN THE PUBLIC PART OF THE AGENDA ONLY</u> No members of the public were present.	
M/09/01/6 <u>UPDATE ON MEMORIAL HALL GRANT APPLICATION</u> Councillor Hirst advised that the funder had not yet made a decision on the Council's application for a grant but expected a decision would be made in early February 09. The Committee discussed the difficulties that arose from not having received a decision from the funder, resulting in no further progress being made on the project. The setting of the 2009/10 budget proved also difficult until the funder had made a decision. However, Members had to concede that little could be done until the funder made a decision pertaining to the application.	

M/09/01/7 **UPDATE ON MEMORIAL HALL PROBLEMS DURING DECEMBER 08**

Town Clerk reported that on 4th December the Fire Brigade had been called to the Memorial Hall following a power surge, which fused the heating in the hall and caused a smell of burning. The building had been evacuated until the Fire Brigade and electrician declared it safe. As the hall had been hired out for the weekend, heaters had been hired. The heating engineer attended on the Monday and replaced the motor and timer on the boiler.

There had also been electrical problems in the kitchen which had now been rectified.

Town Clerk advised that there were often smells of gas etc in the building and staff had tried to track the smell of burning before calling the Fire Brigade. In future, however, she would call them immediately when any smells of burning, gas etc were detected.

After a question from Councillor Bailey, the following recommendation was agreed:

M/09/01/7.01 Recommendation

That an Emergency Procedure for Staff be included in the Staff Handbook.

M/09/01/7.02 Recommendation

That all hirers are made aware of Emergency Procedures for the Memorial Hall.

M/09/01/8 **TO RECEIVE THE 3rd DRAFT BUDGET FOR THE FINANCIAL YEAR 2009/10**

The Committee received and analysed the 3rd draft budget for 2009/10 together with Henry Martin's refurbishment cash flow and finance costs. After discussion, the Committee made the following recommendation:

M/09/01/8.01 Recommendation

That the 3rd draft budget for the Memorial Hall Regeneration Committee for 2009/10 be accepted subject to the following amendment:

4080 PWLB Loan Charges – reduce from £35,258 to £12,000.

M/09/01/9 **DATE OF NEXT MEETING**

Tuesday, 10th February 2009 at 6.30 pm.

The meeting closed at 7.10 pm.

Signed: _____

Date: _____

