



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, 9th February 2010 at 6.30 pm at the Memorial Hall, Newmarket**

Attendance :

Councillor W Burch
Councillor C Turner
Councillor K Bovill
Councillor W Hirst
Councillor M Jefferys
Mr Henry Martin – Hannah-Reed
Mr Mark Hall – Hannah-Reed
Mr Andrew Gilbert – The John’s Practice

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

Minute	Action by
<p>M/10/02/1 <u>APOLOGIES</u> Apologies were received from Councillors J Bailey and G Jaggard.</p>	
<p>M/10/02/2 <u>DECLARATION OF MEMBERS INTERESTS & CONSIDER UPDATE OF REGISTER OF INTEREST</u> None noted.</p>	
<p>M/10/02/3 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY, 12th JANUARY 2010</u> Councillor Burch signed the minutes of the Memorial Hall Regeneration Committee meeting held on Tuesday, 12th January 2010, as a correct record.</p>	
<p>M/10/02/4 <u>MATTERS ARISING</u> Councillor Jefferys suggested that the Press be invited to a meeting with representatives of the Memorial Hall Regeneration Committee to brief them on the plans for the refurbishment of the Hall and the following recommendation was agreed:</p> <p><u>M/10/02/4.01 Recommendation</u> That the Press be invited to a meeting with representatives of the Memorial Hall Regeneration Committee to brief them on the plans for the refurbishment of the Hall.</p>	
<p>M/10/02/5 <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> There were no members of the public present.</p>	

M/10/02/6 FINAL DESIGN FOR REGENERATION OF THE MEMORIAL HALL

The Committee received and discussed plans for the final design of the Memorial Hall and noted that the building would have to be vacated while work was in progress. Suggestions for relocation were noted. Councillors welcomed the final design and agreed to the following recommendation:-

M/10/02/6.01 Recommendation

That plans for the final design of the Memorial Hall be accepted and The John's Practice and Hannah-Reed be thanked for their work on producing them.

Town Clerk

M/10/02/7 UPDATE ON SECTION 106 RELATED TO NEWMARKET

Councillor Hirst advised that discussions were continuing and decisions still awaited.

M/10/02/8 UPDATE ON FUNDRAISING

Councillor Hirst reported that a number of letters had been sent to possible benefactors and replies were currently awaited. Any other suggestions regarding fundraising would be welcome.

M/10/02/9 REPORT FROM PROJECT MANAGER

The Committee received Hannah-Reed's progress report and noted that various site visits and planned surveys had been carried out, including drainage inspections and internal and external building inspections. No major issues had been uncovered which could not be covered by design and construction works. Further surveys including a site investigation and asbestos survey would be carried out shortly. Formalised appointment documents for the project consultants had been prepared by Hannah-Reed and copies forwarded to NTC for reference. A further appointment of an archaeologist had been required by the Planning Officer and this had been awarded to SCC Archaeological Service.

The programme of works currently indicated that NTC would have to vacate the building from August 2010 to May 2011.

Following a question from Councillor Burch, Mr Hall advised that costs were estimated and could change when contractors' costs were received. The situation would be reviewed should the costs change substantially.

M/10/02/10 BRIEF ON OPTION TO TAX

Councillor Hirst reported that the Council's accountant had been asked to complete the paperwork for the Option to Tax as this process was more complex due to the refurbishment of an existing building.

In reply to a question from Councillor Turner, Town Clerk advised that the balance of the first £500,000 had now been received and an application for a further £500,000 would be made in due course.

M/10/02/11 CRIME REDUCTION REPORT

The Committee received the Suffolk Constabulary Crime Reduction Officer's Memorial Hall security assessment report and agreed to purchase a lockable cupboard for the new PA system. Other recommendations listed in the report would be acted upon after the regeneration of the hall.

M/10/02/12 SCC PANDEMIC EMERGENCY PLAN

The Committee received the letter from SCC Officer Keith Fawkner-Simpson regarding the use of the Memorial Hall in case of any future pandemic and the need for a mass vaccination programme.

After discussion, the following recommendation was agreed:

M/10/02/12.01 Recommendation

That SCC Officer Keith Fawkner-Simpson be advised that NTC agree in principle to the use of the Memorial Hall for any mass vaccination programme but that refurbishment works would prohibit this until they were completed.

Town Clerk

M/10/02/13 REPORT FROM THE TOWN KEEPER

Town Clerk advised that the new cooker had been installed but three lights were not working in the main hall and a tower would have to be hired to fit new bulbs. The Committee agreed that the bulbs in the lights in question should be replaced asap.

M/10/02/14 DATE OF NEXT MEETING

Tuesday, 9th March 2010 at 6.30 pm.

M/10/02/15 EXCLUSION OF THE PRESS & PUBLIC

With the vote being unanimous, it was

M/10/02/15.01 RESOLVED

That, under section 100a(4) of the Local Government Act 1972, the press and public should be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12a of the Local Government Act 1972 and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The meeting closed at 7.10 pm.

Signed: _____

Date: _____