

Minutes of the Meeting of the **PUBLIC BUILDINGS**
BEST VALUE WORKING GROUP held at the
Town Hall, Swanage on **Friday, 16th April 2004**
at 9.00am.

Present:-

Councillor A.H. Miller – Chairman.
Councillor C.R. Bright
Councillor Mrs. J.A. Farrow
Councillor Mrs. C. Gainsborough
Councillor Mrs. J.D. Wheeldon

Also in attendance:-

A.J. Leeson Town Clerk
M.K. Ayres
Mrs. L.M. Burgess

1. **APOLOGIES**

There were no apologies to report for inability to attend the Meeting.

2. **USE OF TOWN HALL BUILDINGS**

Before consideration of this item, the Working Group toured the Town Hall building and Annex to assess their requirements and the space available.

Members visited the “Archive/Record Room” that had been created in an upstairs room of the Town Hall, and expressed their appreciation of the work undertaken by Mr. Ayres in storing and preserving the ancient records.

(a) **Annexe**

An assessment of the Town Hall Annex was carried out, and, following discussion, it was AGREED:-

That the larger room on the first floor of the Annexe be used as an exhibition area for artefacts and a Committee meeting room (when appropriate).

It was FURTHER AGREED:-

That the adjoining room (with bow window) be utilised as a Members’ Room.

In agreeing the above, it was acknowledged that any remedial works i.e. painting, decorating and carpet, be undertaken as soon as possible.

Discussion ensued regarding the artefacts to be displayed, and it was proposed by the Town Mayor, seconded by Councillor Mrs. Wheeldon, and RESOLVED UNANIMOUSLY:-

To request that all items currently on loan to the Tith Barn Museum be returned to the Town Hall in order to assess the situation.

During the discussion, it was agreed that once all items had been catalogued, they could be made available for exhibitions and research purposes in the future. Any assistance that was available from the Tith Barn when returning the artefacts would be greatly appreciated.

Consideration was then given to the difficulties experienced by some members of the public in accessing the Council Chamber, and the future requirement to provide disabled access to the Town Hall.

It was proposed by Councillor Bright, seconded by the Town Mayor, and AGREED:-

To recommend that the ground floor room in the Annexe be used to display planning applications and that suitable boards be fixed

to the walls for this purpose.

(b) **Town Hall**

Attention was drawn to the poor condition of the chairs in the Council Chamber, and following discussion, it was AGREED:-

To obtain separate quotations for the repair and refurbishment of the armchairs and the chairs in the public section of the Chamber.

The urgent need for a sound loops system in the Council Chamber was also acknowledged, and it was AGREED:-

That further information on appropriate sound systems be obtained from a local supplier, together with a quotation for costs.

Councillor Bright referred to the fireplace in the Council Chamber, and enquired whether this could be enhanced with a new form of backing.

It was AGREED:-

That options for improvement be considered.

(c) **Bollards**

Members were pleased to note that the bollard had been installed on the pavement outside of the Town Hall, and the size and design were considered to be excellent. It was noted that, whilst prohibiting parking directly outside of the Town Hall, vehicles were still being illegally parked in the vicinity of the postbox.

It was proposed by Councillor Mrs. Gainsborough, seconded by Councillor Mrs. Wheeldon, and AGREED UNANIMOUSLY:-

To recommend to Dorset County Council that an additional bollard be installed.

3. **DATE OF NEXT MEETING**

The date of the next meeting was left in abeyance.
