

**Cowbridge with Llanblethian Town Council  
Minutes of the Meeting of the Town Hall Committee  
held in the Council Chamber, Cowbridge Town Hall,  
on Tuesday 6 November 2018 at 8.00pm.**

**Present:** Chairperson – Cllr J Andrew  
Mayor Cllr T L Williams  
Deputy Mayor - Councillor A Trousdell

Councillors: J R Harris, G Cox, C George, S Vaughan, H Wright,

**In Attendance:** Town Clerk – Ceri Anderson.  
Assistant Town Clerk – S Hookins

**1: Apologies for Absence.**

Cllr J Wallis – Personal

**2: Declarations of Interest.**

None.

**3: Matters arising from the Committee Meeting held on 2 October 2018 which are not already on this agenda.**

None

**4: Town Hall Expenditure\Accounts**

The Assistant Town Clerk highlighted the following payments that had been included for the month of October:-

Well repair costs

Installation of Telephone Costs to include, BT final payment, set up cost Glamorgan Telephone and HH Finance.

Welsh Water half yearly bill, it was noted that this was an actual reading not estimated

Cllr Andrew advised members that the actual costs of the Structural Survey for the lift had been received from Vale Consultancy and was £630.00 inclusive of VAT. as indicated at the Town Hall Committee Meeting of 6 February 2018 minute no 8 (8.1). In addition the costs of the Quantity Surveyor for £375.00 to prepare budget costs for the lift installation have been received, again as indicated previously at the Town Hall Committee meeting held on 6 February 2018 minute no 8 (8.1).

**Resolved to recommend: That the Clerk contacts the Quantity Surveyor and instructs him to prepare the budgetary costs for the lift.**

**Resolved to recommend: That the invoices as received in relation to the lift are paid.**

**5: Draft Budget 2019/2020**

Cllr Andrew presented members with a draft budget for the Town Hall Committee for 2019/20 for consideration.

It was agreed that the Assistant Town Clerk would confirm actual fixed costs for the financial year for the next meeting.

There was a proposal that costs for an adequate sound system for the Council Chamber should be included in the budget.

It was agreed that members of the committee should review the draft budget and any suggestions sent to the Town Clerk prior to the next meeting.

**RESOLVED TO RECOMMEND:**                    **That the Clerk along with Cllr J Andrew (Chairman) would present final budget at the next Finance and General Purposes Committee meeting.**

**6: Poppies on front of Town Hall**

Members of the committee congratulated all those involved in the making of the poppy cascade it was noted that it was a very successful community project.

**7: Silhouette Update**

The Town Clerk advised that the three silent silhouettes had been given to the church in readiness for Remembrance Sunday. The Clerk also advised that the silent soldier had now been received and was to be placed outside the Town Hall prior to Remembrance Sunday and then outside the Church on 11 November 2018. The committee was informed that a local resident had indicated that she would like to purchase the silent soldier and then arrange for it to be situated in the Physic Garden. Discussion took place on this matter and the Committee felt that the Town Council should retain the silent soldier purchased. However

**Resolved to Recommend:**                    **That the Clerk should contact the resident and offer to assist in arranging purchase of another silent soldier to enable them to place one in the Physic Garden.**

**8: Pantomime Planning**

Members were reminded that a small working group had been agreed to carry forward arrangements for the forthcoming Pantomime. The working group being Cllrs J Wallis, G Baty, T Williams and A Trousdell.

**Resolved to Recommend:**                    **That advertising of the Pantomime should take place as soon as possible.**

**Resolved to Recommend:**                    **That the working group be given plenary powers with regards to ticket sales and distribution.**





**22: Cooker Resale and Purchase**

The meeting was advised that no progress had been made on this item as the Assistant town Clerk had been concentrating on the arrangements for Remembrance Sunday .

**23. Open Doors**

The Clerk advised she had spoken with CADW on this and submissions for applications open in March 2019. It was confirmed that the Clerk would liaise with the Museum Trust on this matter.

**24. Date and Time of Next Meeting**

Tuesday 4<sup>th</sup> December 2018 at 8.00pm.

The meeting concluded at 9.10 pm