

DEREHAM TOWN COUNCIL

25th February 2014

At a meeting of the **Markets & Buildings Committee** held in the Assembly Rooms on **Tuesday 25th February 2014** upon the rising of the Planning Committee Meeting.

Present: Councillors L Monument (Chair), T Birt, and R Goreham.

Also present were Councillors A Bowyer and P Duigan (substituting for T Monument) Town Clerk T Needham, Deputy Town Clerk J Barron and Town Council Officer A Wood

1. **To consider apologies for absence.**

Apologies for absence were received from Councillors S Green, R Hambidge, K Millbank and T Monument.

2. **Declaration of Interest.**

There were no declarations of interest.

3. **To consider inflationary increase in hire fees for Memorial Hall and Market tolls.**

The Committee recommended that the hire fees for the Memorial Hall and Market Tolls be increased by 3% from 1st April 2014

4. **To consider request for flip wall poster system for Heroes display**

The Committee recommended that Framed Displays be used which would be changed over time and build up into a separate book rather than the proposed wall poster system

5. **Update on heating controls at the Memorial Hall**

The Town Clerk updated the meeting in respect of the problems the Memorial Hall was still experiencing with the heating system

The Committee recommended that the engineer was given a 6 week deadline to resolve the problem before an alternative engineer be contacted to make recommendations.

6. **Update on loose equipment at Memorial Hall**

The Town Clerk updated the meeting regarding a list of activities still to be completed.

7. **Use of part Fleece Meadow by Brownies for event.**

The Town Clerk updated the meeting regarding the Brownies request to use Fleece Meadow

The Committee were happy for the Brownies to use Fleece Meadow for their event providing they had Public Liability Insurance and a Risk Assessment was completed.

8. **Consider amending charges for the Memorial Hall.**

The Town Clerk explained the current charges for the Light and Sound system at the Hall. The cost of the Technical Manager had not always been included in the charges.

The Committee recommended that a fee of £90 be charged when lights and sound is required or when a technical manager is required. A £20 option would still be charged when a basic colour wash was required.

Chairman