

STRATFORD-UPON-AVON TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE MEETING

1 February, 2022

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Present
Councillors:

Cleeve	How
Coles	Rolfe
J Fradgley	Vos
Jackson	Mackenzie

Clerks:	Finance and Facilities Officer
Public:	No members of the public were present.
Press:	No members of the press were present.

48) Apologies

Apologies were received from Cllr Taylor and were accepted for the reasons given.

49) Declarations of Interests

Cllrs Cleeve declared an interest in agenda item 9.2.1 and 9.2.2 minuted as 58 as she has been invited to attend both events.

50) To receive written requests for dispensation for disclosable pecuniary interests

None.

51) To grant any requests for dispensation

None.

52) Public Participation

There was no public participation.

53) Minutes

RECOMMENDED: That the Draft Open Minutes of the Community Services Committee Meeting held on 7 December 2021 be approved as a correct record.

54) To Adopt Draft Notes of Sub-Group Meetings

- Environmental Strategy Panel

RECOMMENDED: That the notes from the Environmental Strategy Panel Meeting held on 19 October 2021 be adopted.

55) YTD Budget Review for 2021 – 22

Members were happy that the budget deficit was continuing to reduce and noted the report.

56) To determine whether to accept a revised quote for kerbing at the Cemetery

It was

RECOMMENDED that the revised quote is accepted for kerbing at the Cemetery due to this being a health and safety issue.

57) To adopt the amended application form for free use of the Town Hall

It was

RECOMMENDED: that there is an option added to the form to include examples of set up, diagrams or pictures.

It was also discussed that additional costs would be incurred for staffing if an Events Supervisor needed to be present if the event was out of office hours.

RECOMMENDED: that the point 'There will be additional costs if the event is not in office hours

(9am – 5pm)' is added to the form.
These costs will need to be inline with
out of hours staffing costs.

It was also

RECOMMENDED:

that if a request is made for free use
of the Town Hall the application
should go to the Chairman and
Deputy Chairman for approval before
the next Community Services
meeting.

It was

RECOMMENDED:

that once the above
recommendations have been made
the form for free use of the Town Hall
can be adopted.

Members discussed the need to re look at the Terms and
Conditions of hire of the Town Hall and this should be added to the
next Community Services Agenda.

58) To determine whether two applications for Free Use of the Town
Hall should be granted

After much discussion it was

RECOMMENDED:

That Lifespace (Appendix D) be
approved for free use of the Town
Hall following their application.

Homestart (Appendix E) are to be
approved in principal until they have a
specific date. A conditional approval
will include a booking between
Monday – Thursday, staffing costs
after 5pm and that they will possibly
require an alcohol/bar licence.

- 59) To review a stationery price comparison and to consider whether to change providers.

After much discussion about prices, the environment and bulk storage of stationery. It was

RECOMMENDED: that we continue to explore other avenues and to also contact SDC to see who their stationery provider is.

- 60) To receive an update on the progress of Town Hall restoration

External works to the Town Hall are now complete. That includes stone works cleaned and restored, 'God Save The King' cleaned, woodwork repaired and painted, new guttering and new roofing. The Lightning Protector is in place, but not connected. This work is planned in the next month.

The lead statue of Shakespeare is undergoing its much-needed repair and is currently in the hands of a specialist lead statue conservator. As part of the restoration the statue will be painted white (in the 18th Century it was fashionable for lead statues to be painted white to resemble stone and many examples of these finishes on lead sculptures of the period exist). The statue's return is planned for Wednesday 20 April in readiness for the unveil on Friday 22 April.

Unfortunately, an accident occurred on the January 27 when a lorry reversed into the Chapel Street side of the building and inflicted damage to the stone. The Finance and Facilities Officer has contacted Messenger and a quotation has been requested. Contact has been made with the distribution centre where the lorry driver operates from, and insurance details have been exchanged.

- 61) To consider a debt write-off for unpaid Cemetery fees

Following a discussion regarding the Memorial permit debt, it was

RECOMMENDED: that the debt should not be written off. An Officer should contact the debtor and request the money is paid, otherwise the Town Council will seek advice from the Small Claims Court. The Town Council would consider removal of the stone and

storing it in a safe place until the debt is paid.

62) Date and Venue of the Next Meeting

The next meeting of the Community Services Committee will take place at 6:30pm on Tuesday 5 April , 2022 at the Town Hall.

The Chairman declared the meeting closed at 7:31pm.