



# Devizes Town Council

[www.devizes-tc.gov.uk](http://www.devizes-tc.gov.uk)

## **RECREATION AND PROPERTIES COMMITTEE**

You are summonsed to attend a meeting of the Recreation & Properties Committee at the following, place and date.

**Date: 14 APRIL 2015**

Time: Immediately following the Planning Committee Meeting

Venue: Council Chamber, Town Hall, Devizes

Enquiries: 01380 722160

The Town Mayor: (Councillor Mrs Bridewell)

Councillors:	Carter	Mrs Evans	Giraud-Saunders
	Johnson	Ody	Parker
	Mrs Rose	Smith	Wooldridge

## **AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the meetings held on the 3 March 2015, which have been circulated with the agenda.

### **2. APOLOGIES FOR ABSENCE**

### **3. DISCLOSURES OF INTEREST**

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

### **4. PUBLIC PARTICIPATION**

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the Council upon a matter of concern to that person which is relevant to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business

**5. REPORT FOR INFORMATION – VENUES INCOME FIGURES**

Document 5/1 is issued alongside this agenda.

**6. REPORT FOR INFORMATION – VENUES - CUSTOMER SATISFACTION FEEDBACK**

The year's Customer Satisfaction Feedback has now been concluded and issued alongside this agenda (doc 6/1).

**7. REPORT FOR INFORMATION – VENUES OCCUPANCY FIGURES & MARKETING INFORMATION**

<b>Number of Bookings</b>	<b>January</b>	<b>February</b>	<b>March</b>
Corporate Events	17	16	22
Of which Wiltshire Council	14	9	14
Community	9	18	18
Club	6	5	5
Markets	4	4	4
Blood Donor Sessions	1	2	1
Citizenship Ceremony	0	0	0
Concerts	0	0	3
Auction	0	0	1
Fairs	0	0	3
Weddings	0	0	0
Wedding Ceremony	0	0	0
Dinner/Dances	1	0	2
Bluez & Zuz's	1	1	1
Civic Event	0	1	0
Grace & Favour	0	0	4
Christening	0	1	0
Comedy Night	0	0	0
Free Use	1	2	2
Funeral Tea	1	1	0

**8. REPORT FOR INFORMATION – ALBION PLACE REFURBISHMENT**

It is three weeks since the project commenced and is progressing well. There have been very few unexpected difficulties and therefore it is hoped that the work will be completed by the end of April.

**9. REPORT FOR INFORMATION – CORN EXCHANGE MAINTENANCE ISSUES**

**Lift**

The preferred contractors Orona are progressing the project and the bespoke controller. A new audio system will be installed at the same time, which means that passengers will be able to contact a member of the venues team from inside the lift in case of emergency.

**Front doors**

The preferred contractors Geze have confirmed the new front; bi-fold aluminium doors will be replaced on 26<sup>th</sup> May 2015.

**Internal doors**

The double doors to the Wessex Room have been refurbished with new motors and finger guards fitted.

**10. REPORT FOR INFORMATION – DEVIZES MARKET CROSS**

The repairs to the Devizes Market Cross will start on the week commencing 6 April 2015. Wells Cathedral Stonemasons, the scaffolding having been erected a few days prior to commencement, will undertake the work.

The intended repair period is five weeks in duration.

**11. REPORT FOR INFORMATION – COMMERCIAL PROPERTY MANAGEMENT**

Members are reminded of their approval of the appointment of Martin Walker Estate Agents as the Council's commercial property agents for the 5-year period commencing on 1 April 2015.

Jonathan Shortt will be representing Martin Walker Estate Agents in marketing the Council's portfolio of commercial properties and will be attending this meeting to provide members with details of the current situation of the commercial property market in Devizes.

Jonathan Shortt will also answer any specific questions from members.

**12. EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES**

**13. EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES**

**14. QUESTION TIME**

A short time is allowed at the discretion of the Chairman for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk