

## PRESCOT TOWN COUNCIL

A meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** for the **TOWN OF PRESCOT**, was held on **MONDAY, 16<sup>TH</sup> DECEMBER, 2013** in the **WEST STREET OFFICE COMPLEX, 9 WEST STREET, PRESCOT** commencing at **2.00 P.M.**

### PRESENT

#### **COUNCILLOR J MOLLOY (CHAIR)**

Councillors D. Allen, M. Lloyd, L. O’Keeffe and D. Rigby.

### ALSO IN ATTENDANCE

D. Wilson (Town Clerk)  
J. Rigby (Assistant to the Town Clerk)

#### **48. APOLOGIES**

An apology for absence was received from Councillor G. Flatley.

#### **49. DECLARATIONS OF INTEREST**

There were no Declarations of Interest received.

#### **50. MINUTES OF THE LAST MEETING**

It was **UNANIMOUSLY RESOLVED** that the minutes of the last meeting of the Finance and General Purposes Committee Meeting held on 8<sup>th</sup> November, 2013 be received as a correct record and signed by the Chair.

#### **51. TOWN HALL CHARGING POLICY AND BAR FACILITY OPERATION**

The Town Clerk submitted a report for consideration, on the new Town Hall Charging Policy and Bar Facility Operation.

It was **UNANIMOUSLY RESOLVED** that:-

- (i) using the powers granted under the Local Government (Miscellaneous Provisions) Act 1976 s.19 to **APPROVE** the following proposed charges for the facilities at the New Town Hall as detailed below.

Room	Capacity	Rates			
		Non for profit group Use	Business Use	Weekend	Evening Party 5:30 to Midnight
Multi-Function	150-200	£10.00	£15.00	£20.00	£100.00
Conference Room	16	£7.50	£15.00	£20.00	N/A
Council Chamber	20	£7.50	£15.00	£20.00	N/A
Long Stay Parking	10	£500.00 per annum (equivalent of £2.00 per day)			

- (ii) Payment for all bookings will be required in advance of the booking date, no booking will be secured until payment is made.
- (iii) The booking of functions to celebrate 18<sup>th</sup> and 21<sup>st</sup> birthday parties will be subject to a refundable security bond of £200.00. The bond will be payable in advance of the booking with the booking fee. The Town Council will also reserve the right to impose further charges for any damage incurred to the premises exceeding the value of the bond. This clause will be included on the booking form for all Town Council facilities.
- (iv) Daytime functions will be charged at the weekend rate of £20.00 per hour; and
- (v) the Town Clerk begin a tender process seeking an external bar facility provider.

## 52. **TOWN HALL OPENING HOURS**

The Town Clerk submitted a report regarding the proposed opening times for the new Town Hall.

It was **UNANIMOUSLY RESOLVED** to **AGREE** the proposed opening hours for the new Town Hall as detailed below.

Day	Standard Opening Hours	Total Standard Hours available to residents	Potential additional hours if required	Total additional if required
Monday	9am -10pm	13	10pm -12pm	2
Tuesday	9am -10pm	13	10pm -12pm	2
Wednesday	9am -10pm	13	10pm -12pm	2
Thursday	9am -10pm	13	10pm -12pm	2
Friday	9am- 12pm	15		
Saturday	11am- 12pm	13		
Sunday	11am-7pm	7	7pm -10pm	3
<b>Total</b>		<b>87</b>		<b>11</b>

## 53. **TOWN HALL INTERNAL DESIGN CHANGES**

The Town Clerk submitted a report with an update on the structural stability of the building and a number of design options to enable the safe redevelopment of the ground floor ensuring it best meets the requirements of the Town Council.

It was **UNANIMOUSLY RESOLVED** that using the power granted under the Local Government (Miscellaneous Provisions) Act 1976 s.19 to **AGREE** that:-

- (i) the solution detailed under Appendix 1.
- (ii) the proposal for a design change to the first floor which will see the removal of the stud wall between the store and the Assistant to the Town Clerks office be deferred for a site visit.

**54. BUDGET MONITORING STATEMENT**

The Town Clerk submitted the budget monitoring statement upto the 30<sup>th</sup> November, 2013.

It was **UNANIMOUSLY RESOLVED** that the expenditure to date be **APPROVED** and the information in relation to the Budget Monitoring Statement and annual forecast be **NOTED**.

**55. ORDERS AN PAYMENT AUTHORISATION**

The Town Clerk submitted a list of Purchase Orders and Payments for **APPROVAL** by the Committee.

It was **UNANIMOUSLY RESOLVED** to **APPROVE** both lists.

**The meeting closed at**

**Dated: 17<sup>th</sup> January 2014**

**Signed:.....**

**Cllr J Molloy**

**Chair of the Committee**