

TENTERDEN TOWN COUNCIL – INTERNAL COMMITTEE

TOWN HALL FOCUS GROUP

MINUTES OF A MEETING ON 28TH JUNE 2017

Present: Cllr. Dr. Lovelidge & Cllr. Mrs. Smith. Lizanne Barber, Dr Freyja Cox Jensen, John Crawford, Brian Fagg, Giovanna Gandolfo, Mike Pearson, John Scudder & Mrs Yvonne Walker. The Town Clerk, Phil Burgess took notes.

- 1. Tour of Town Hall.** Focus group members were given a tour of the building including the external perimeter to give a sense of the layout and current uses of the building.
- 2. Apologies for Absence.** Apologies received from Carol Mitchell.
- 3. Introductions.** Members ranged from lifetime residents of Tenterden to those who had recently moved to the area. A wide variety of professions were also represented.
- 4. Chairman.** John Scudder was appointed later in the meeting.
- 5. Scope of Focus Group.** The Town Clerk would prepare a draft document for consideration and refinement at the next meeting of the focus group.
- 6. Initial Observations.**
 - Any improvements must be sustainable in the long term
 - Efforts should be made to provide an income stream to reduce the financial burden on residents.
 - Community services within the Town Hall should not be ignored in favour of the “profit motive”
 - Disabled Access to the upper floor by lift must be a priority.
 - Exposure of the vaulted ceiling in the Assembly Room was popular.
 - A decision needed to be made at the next meeting between repair, re-order or extend.
 - An informal meeting should be held with the conservation officer following that decision to ensure that any restrictions are considered.
 - Intergenerational services within the Town Hall would be desirable.
 - A 3-month timescale should be set for reporting back to council.
 - There should be no crossover of services between the Town Hall and St Mildreds or the Leisure Centre. Canon Rev. Lindsay Hammond would be invited to the next meeting.
 - Clarification of statutory guidelines on capital expenditure is required.
 - Brian Fagg was keen to retain a stage area
 - Research on an existing successful community hub required.

7. Additional Information Required. The following information would be provided by the Town Clerk in advance of the next meeting:

- Electronic copies of the Public Consultation Report
- Details of the current square footage of the Town Hall and proposed square footage with the extension
- Income and Expenditure details for Town Hall lettings.
- Example of an average week bookings & rental charges
- Details of capital from land sale and Section 106 (developer) funding.
- Potential budget for the project.

8. Next Meeting. Weds 12th July at 7.00 pm