

PROPOSAL FOR USE OF BAY WINDOWS AT TOWN COUNCIL OFFICES

These two bay windows are the Town Council's shop window. They represent a good opportunity to advertise the Town Council for free. Eg. The neighbourhood plan.

At the moment one window is rented out for a minimal annual amount so the loss of revenue is irrelevant. The other holds a small TV monitor with a film on loop. Notice will need to be given to the person renting the window and the TV monitor can be sited inside the offices.

Several residents have stated (including Ledbury people born and bred) that they don't know where the Town Council offices are.

There is a good footfall through the lane.

Proposal:

To repair and repaint the inside of the bays.

To fit two spotlights into each bay.

To remove the blinds at the bay windows so that passers-by can see into the office thereby making The Town Council visible and accessible to the general public.

Action:

The Town Council has a maintenance budget of £1000 per annum for maintenance of which only £70 has been spent so far this year.

Estimates have been obtained from a local electrician and a local painter and decorator. The cost is: £350 for the repair and repaint and

£369 for fitting of spotlights (£419 for separate timer for lights).

There is no VAT on either of these estimates and the electrician is fully qualified to supply electric safety certificate.

Services of an experienced window dresser have been obtained who will work with a schedule to ensure windows are changed regularly and all Town Council activities are fairly represented.

Maria Mackness

4th August 2015