

19 JAN 2017

Report of the Accommodation Working Party Meeting
Held at the Town Council Offices at 10am on Wednesday 7th December 2016

Present: Councillors Bob Barnes, Martin Eager & Keith Francis

Members decamped to the Market House where the following were noted:...

The eight hanging pendant lights are using 200 watt filament bulbs and are sometimes giving electric shocks when the bulbs are replaced.

The wiring on the beams to the pendants required inspection and either replacing or removing.

The heaters mounted in the ceiling were no longer used and have not been used for many years.

That the spotlight strip over stage area is intermittent in operation and uses old fashioned filament bulbs.

There is very limited broadband WiFi available accessed via a router extender located in the Town Council offices.

There is no toilet, and no refreshment making facilities.

Members also considered the condition of the chairs where many if not all required re-upholstering or replacing.

Recommendations:

- a. That all eight pendant fittings are replaced with similar in style low energy or LED fittings
- b. That the unused ceiling mounted heaters are removed.
- c. That the spotlight strip over the stage is replaced with a low energy equivalent.
- d. That all the associated wiring to the above is checked and replaced or removed as necessary.
- e. Subject to suitable quote install a broadband telephone line.
- f. Subject to English Heritage approval & advice, and also subject to a Welsh Water costing to seek quotes to install a small kitchenette and toilet. Cllr Barnes to source Ledbury Places detailed plan of Market House.
- g. That a sample chair is taken to a local furniture restorer to get a quote to re-upholster all the Market House councillors seating as required.
- h. That all worn and broken public seating is removed.

Martin will source various lighting options to bring to next Finance meeting.

Due to the Guild of Herefordshire Craftsmen occupying the building it was difficult to fully access the rear of the room and so make further recommendations. To be further assessed at a later date.

Martin to chase M J M Joinery re quote for identified works to Town Council reception area and wedding room.

Meeting closed at 11.30am