



# Hadleigh Town Council

The Guildhall,  
Market Place,  
Hadleigh,  
IP7 5DT

Tel: 01473 823884

## HADLEIGH MARKET FEOFFMENT CHARITY COMMITTEE

Tuesday 1<sup>st</sup> September 2020 at 7pm via videoconferencing.

### MINUTES

<b>1. Opening</b>	<p>a) The Chair welcomed Councillors and the public. Councillors attending: Gavin Talbot (Chair), Helen Allan, Carol Schleip, Rolf Beggerow, Andrew Knock, Frank Minns. Also in attendance: The Town Council Manager and 7 members of the public.</p> <p>b) No apologies for absence were received.</p> <p>c) No declarations of interest were made.</p> <p>d) No requests for dispensations were made.</p>
<b>2: Minutes</b>	<p><b>Proposed by Councillor Talbot and Seconded by Councillor Minns, the minutes of previous Charity Committee meeting held on Tuesday 4<sup>th</sup> August 2020 and Wednesday 19<sup>th</sup> August 2020 were approved.</b></p>
<b>3: Public Forum</b>	<p>A member of the public enquired when the public would be involved in the Architectural Heritage Fund application for the future of the Guildhall. It was heard that the initial discussion with the Funding body were underway to explore the possible options before deciding on the best way to involve the public.</p> <p>A member of the public asked whether there were any tours of the Guildhall at present. It was heard that the Guildhall is closed.</p> <p>A member of the public commented that the proposed new booking form does not prohibit the use of candles. – it was noted that that could be added. It was queried whether the chairs in the Guild room would be replaced with padded chairs but it was heard there are no plans to do so. The request for a reply to a letter mid July was raised, but it was heard that the Town Council was not in receipt of a response to respond at this time.</p> <p>A member of the public offered to share information about the Mediaeval kitchen. The person also noted the comparison of venues in Item 7 was odd.</p>
<b>4: Finance</b>	<p><b>Proposed by Councillor Beggerow, Seconded by Councillor Minns and unanimously agreed, it was resolved to approve the schedule of payments.</b></p>
<b>5: Guildhall Painting</b>	<p>Councillors noted the need for a long-term repairs and maintenance schedule. It was heard that the lockdown had provided an opportunity to undertake repair works, but that the budget was not unlimited. It was noted that the Chairty had received a grant of £10k to offset lost hires. It was opined that although expensive, it was necessary for the painting to be undertaken, otherwise the building may not be attractive to future hirers. It was noted that the budget did include sums for maintenance and repairs works. It was stated that some of the recent works were subject to grant funding. <b>Proposed by Councillor Beggerow, Seconded by Councillor Allan and unanimously agreed, it was</b></p>



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	<b>resolved that J McLeod is appointed to undertake painting works in the main staircase.</b>
<b>6: Guildhall Walled Garden:</b>	It was <b>NOTED</b> that quotes are being sought for the Guildhall's walled garden ongoing maintenance contract, and for additional repair works. Councillor Minns agreed to supply comments on the proposed schedule of works.
<b>7: Guildhall hire fees review</b>	Councillors considered the draft terms and fees. <b>Proposed by Councillor Allan, Seconded by Councillor Beggerow and unanimously agreed, it was resolved to defer the item to the next meeting to allow further comparison with local venues, and to address the quality and value for money (eg tables and chairs) in comparison with the same.</b>
<b>8: Future Meetings</b>	The next meeting of the Hadleigh Market Feoffment Charity Committee will be on Tuesday 6 <sup>th</sup> October 2020.
<b>9: Close of meeting</b>	The meeting closed at 8.16pm

Signed

**Andrew McMillan**  
**Town Council Manager**  
2 September 2020