

	Meeting (No)	Market & Town Hall Committee (7)	
	Date	04 April 2023	
	Document	Ref No	
	Senior Market & Support Co-ordinator's report	MTH7/90a	

Sainsbury's Lifts

At the time of writing this report the lifts were all back in service.

Town Hall Hire

Cllr Pat Kynaston is currently the named emergency contact for out of office hours Town Hall Hire. Cllr Sion Jones has now agreed to be the second emergency contact.

Staff continue to be able to assist in person or remotely if available, however this may result in a call out cost which is to be avoided if possible.

Town Hall Maintenance

Our Caretaker is in the process of refurbishing the double back door of the building which is extremely weathered. As part of this refurbishment we plan to fit a new door lock as the existing one is temperamental and has caused issues for hirers.

We are also reconfiguring the middle wooden doors at the front of the building for safety, fire evacuation, reasons.

All of the above work can be carried out under my delegated authority and will cost approximately £250. However, staff and some hirers keys will need to be replaced too and this will result in an further additional cost.

Final figures will be reported back to committee once work has been completed.

Nicky McMahon
Senior Market & Support Co-ordinator