

	Meeting (No)	Market & Town Hall Committee (4)	
	Date	11th February 2025	
	Document	Ref No	
	Market & Town Hall Manager's Report	MTH4/51	

Friday Market

The additional market on 23rd December was well attended with a jolly festive atmosphere, and live music provided by 'All Saxes Great & Small' courtesy of Cllr N. Ruscoe. Food traders reported good sales, partly due to orders for fresh produce being collected for Christmas. However, sales for the non-food traders so close to Christmas was poor. All traders who attended indicated that they were pleased to have had the opportunity to trade nearer to Christmas Day.

Town Hall Hire

The bookings for the gold valuation company through November were well supported and the company are now looking to book some more dates with us in 2025.

The antiques and craft fair on 1st December was also successful and additional dates for 2025 have been booked.

Our long-standing karate group have added an additional Friday night session to their existing Monday and Wednesday night bookings. The Samba band have also added an additional session in for Wednesday mornings.

Town Hall Roof Work

As you will have seen, the roof work is progressing well and should be completed in the next month or so, weather permitting. The work to replace the small windows in the hall has caused some issues on the flat roof area over the side room resulting in significant leaks into that room. Temporary repairs have been carried out with further works hopefully planned in the next financial year.

Replacement lift in reception area

The new platform lift in the reception area has now been fitted. There were some initial problems with the power, which have now been resolved. Initially, the lift was fitted in a position which prevented the middle wooden doors in reception from closing, meaning the building could not be secured if the front door was open. This issue has now been rectified, thanks partly to some resourceful work by our caretaker in reconfiguring the push bar fire exit on the wooden door and replacing it with a compact push-bar door release. However, the platform is smaller than the previous one and is designed to be used by one person either seated on the fold down platform seat or in a wheelchair, it is not designed to be used by someone with a rollator or for a pram. Also, after researching the average size of a wheelchair, it seems that the platform would be too small to accommodate one. This is not ideal because this downgrade of equipment is making the building less accessible than before, whilst also causing issues for staff and others trying to access the building. Measurements have been submitted and the Chief Officer is in regular contact with the Project Manager from Qwest regarding this issue. Officers are receiving updates on the

platform lift, noting Qwest have been in touch with Stannah, the manufacturer and installer, and they are currently exploring available solutions to address the situation.

Building Condition Survey

CWaC carried out a building condition survey on 21.1.25. We had the opportunity to highlight the main issues with the building, and the whole building was then inspected room by room. We have not received yet any feedback as a result of the survey; however, in the meantime, our caretaker is able to address some minor issues that were raised and discussed on the day.

Market Square Handrails

The joinery company have reported that the handrails have been profiled and have had several coats of stain applied to weatherproof them. It is scheduled to fit the rails ASAP, weather permitting.

Market Square Bollards

There is no further update regarding the repair of the Brook Street entrance bollards, despite chasing the issue with the help desk. CW&C informed the Chief Officer they are looking at alternative solutions as constant repairs of the bollards are proving costly.

Video Doorbell

A video doorbell, which is connected to a tablet, has been fitted to the Town Hall back door for security purposes. This means that callers can be identified before the door is opened and, where appropriate, can be asked to wait while a member of staff makes their way down the stairs to let them in. The video doorbell also allows communication with callers even when staff are working from home which is very useful, helping to increase security measures at the rear of the building.

Plans are afoot to fit a video doorbell to the upper community office before the end of the current financial year.

Free room hire (Minute 10b M&TH 27.6.23)

Free room hire has been given to Little Actors for, Saturday 11th January, and Oakleigh Elizabeth School of Dance, for Thursday 16th January, when there was no heating in the side room, due to an electrical issue, in addition to the issues with the leaking roof.

Reduced Pitch Fees (Minute 10a M&TH 27.6.23)

A 25% reduction to fees was applied to the few traders attending the markets on 10.1.25 in bitterly cold and icy/snowy weather, and in the very high winds on 24.1.25, as agreed with the committee chair.

The maximum agreed figure of £200 per quarter for free or reduced pitch fees, to community or charitable organisations where there is community benefit, has not been exceeded.

Equals card expenditure

The total expenditure for the Equals card from 1.11.24 to 31.1.25 was £217.82. This includes the purchase of gritting salt.

**Exceptions – Town Hall Lift Maintenance
(Minute 67 M&TH 13.2.24)**

The GSM safe line has finally been fitted to the lift at the rear of the building. The engineer had hoped to complete the installation to the lift up to the first floor at the same time, but was not aware that the receiver had not already been fitted. We hope that the remaining work to this lift will be completed soon.

Delegated Authority - There are no delegated authority actions to report.

Nicky McMahon
Market & Town Hall Manager