

MINUTES OF A MEETING OF THE GUILDHALL COMMITTEE, HELD ON
WEDNESDAY, 18TH MARCH 2009, IN THE COUNCIL CHAMBER, KING'S HOUSE,
THETFORD, STARTING AT 5.45 P.M.

Present:

Councillor D G Mortimer, Chairman

Councillors:

Mrs M P Chapman-Allen
Mrs P P Quadling

S N H Wright

384/08 DECLARATIONS OF INTEREST

To receive

385/08 A. APOLOGIES FOR ABSENCE

Apologies were presented on behalf of Councillors S H Chapman-Allen and A Paines.

385/08 B. MINUTES OF PREVIOUS MEETINGS

The Town Clerk apologised for not including confirmation of minutes in the original agenda. That said, it was agreed to proceed with this as an additional agenda item (italicised references in the following resolution are to the respective minutes of the Council meetings at which the respective reports were received):

(i) RESOLVED that the minutes of the following meetings of the Committee be confirmed as true records and signed/initialled by the Chairman:

- a) 1st October 2008 (*minute 226/08a*)
- b) 3rd December 2008 (*minute 315/08e*)

(ii) RESOLVED that the minutes of the joint meeting of the Cemetery/Finance & General Purposes/Guildhall Committees, held on 22nd January 2009, be confirmed as a true record and signed/initialled by the Chairman (*minute 315/08d refers*).

386/08 GUILDHALL COMPLEX: CONCESSIONARY HIRE ARRANGEMENTS

RECOMMENDED that:

a) both the paper presented by the Management Team and the text of a second letter to be sent to those regular customers, who had to date failed to respond to the first letter, be approved by the Council at its next meeting (scheduled for 25th March 2009).

b) the Management Team, in regular consultation with the Committee Chairman on an 'as needs' basis, be given authority to agree future concessions, whilst remaining mindful that any decisions taken would

require eventual ratification by Council (in other words, there would be occasions when Council would be agreeing retrospectively).

387/08 ANY OTHER MATTERS REQUIRING URGENT ATTENTION

(a) Carnegie Room Bar Facility: New Franchise Proposal

The Committee could see the merit in having a franchise arrangement once more.

RECOMMENDED that the Council approve an 'invitation to tender' exercise, which would require tenderers to:

- i) be capable of providing door supervisors (as might be required at certain future events);
- ii) be qualified to act as the Designated Premises Supervisor for the entire Guildhall Complex;
- iii) accommodate the Council's wish for the organisers of certain events to benefit from concessionary terms, with any agreed beneficiaries to be specified in any franchise agreement.

An appropriate notice should be placed in the *Eastern Daily Press / Thetford & Brandon Times*, with a minimum period of one year to be offered.

(b) Retirement Event Planning

A recommendation would be made at the Council meeting the following week regarding an event being planned for July 2009 in the Large Court.

Chairman