

**Minutes of the Assets Management Committee
Held at the Civic Hall, Uppermill on Tuesday 16th August 2022**

There were present: Cllr. G. Sheldon – Chairman
 Cllr. B. Beeley
 Cllr. P. Byrne
 Cllr. D. Simpson
 Mr. Wayne Lawton – Assets Manager

597. Apologies for Absence – Cllr. P. Lord, Cllr. L. Dawson

598. Declarations of Interest – None

599. Minutes of the meeting held on 13th June 2022

The Minutes were agreed as a true record and signed at the meeting by The Chairman

600. Dawson's Field

An E-Mail had been received from S. Thomason on 14th July, but as yet it had not been replied to. A lady twisted her ankle as a result of catching her foot in a hole in the field at the Band Contest on 10th June 2022. As this happened at the Band Contest, this matter should be pursued through the organisers of this event. Cllr. Beeley to speak with David Needham at the Band Meeting on 17th August 2022 and report back to the Committee. Cllr. Sheldon suggested a vote of thanks to Cllr. Robert Knotts for pursuing the rebuilding of the wall around Dawson 's Field by Oldham Council. The wall is now looking very good.

601. Noise Nuisance – Civic Hall

Cllr. Sheldon referred to the notes from the meeting between Cllr. Byrne and the residents. Cllr. Byrne stated that this was a good meeting and highlighted the main issues. (Copy of Notes attached) The main complaint seemed to be the high noise levels at some events which seem to increase after 10.00pm. Cllr. Byrne stated that this was worse when events brought their own sound equipment, by people going outside to smoke and leaving doors open. Wayne Lawton, the Assets Manager presented a list of events booked between now and Christmas and highlighted the ones where we could have problems. (Copy of list attached) Mr. Lawton to speak to the organisers of these events and a letter will be drafted and sent to Mr. John Arthurs regarding Round Table events.

It was noted that two events had been booked in December during the period Christmas Eve, 24th December 2022 to 4th January 2023) during which time the Hall is usually closed. Mr. Lawton to speak with these two hirers of the building.

Protec usually provide Security, but are they briefed properly on the duties required and do they enforce the rules? Mr. Lawson pointed out that after some events it takes several days to clean the mess left in the Hall and therefore there is no profit in the event when staff have to carry out extra work to get the Hall back up to standard.

602. Energy Usage

It would be useful to know the cost of heating each room as this may impact on charges. We are on a fixed contract until June 2023, and Mr. Lawton to look at how much each event costs by monitoring the readings before and after the event.,

603. Civic Hall Hire Charges – Review

Discussions took place regarding prices charged, bonds and deposits for the Hire of the Hall. A Task and Finish Group consisting of Cllrs. Pam Byrne, Graham Sheldon, Max Woodvine and Linda Dawson has already been established to look at these issues, and written contracts for both single events and regular users will be looked at. With current practice, security is only booked until midnight, hirers are not asked to show insurance or risk assessments and arrangements made for first aid personnel to be on duty. With immediate effect, any balances outstanding on hire fees must be paid 6 weeks before the event and not 4 weeks as current. This job to be done by one person only to avoid duplication. Hire charges will be discussed by the Task & Finish Group and they will report back to the committee. It was agreed that the best time to bring in new practices and charges would be in the new financial year commencing April 2023.

604. Date and time of next meeting – 12th September 2022 at 10.30am