

HARWICH TOWN COUNCIL
Clerk: Susan Anderson
Guildhall, Church Street, Harwich, CO12 3DS
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MINUTES OF A MEETING
of the GUILDHALL COMMITTEE
held on 22nd SEPTEMBER 2010 at 6.35pm
at the 1912 CENTRE, HARWICH, ESSEX

Present: Councillor S Henderson in the Chair
The Mayor, Councillor S Tyrer
Councillors: P Burke, R Callender and G Calver

Clerk to the Council, Mrs S Anderson

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- G01/10** **APOLOGIES FOR ABSENCE**
Apologies for absence were received from Councillors L Double and M Gardner.
- G02/10** **APPOINTMENT OF VICE-CHAIRMAN**
RESOLVED: that Councillor G Calver is appointed Vice-Chairman for the forthcoming year.
- G03/10** **DECLARATIONS OF MEMBERS' INTERESTS**
None
- G04/10** **MINUTES OF PREVIOUS MEETINGS**
RESOLVED: that the minutes of the meeting held on 15th July 2009 (previously circulated) be approved by the Chairman and signed as a true record.
- G05/10** **ANNUAL REVIEW OF GUILDHALL HIRE CHARGES**
RESOLVED: to maintain charges at existing levels.
- G06/10** **GUILDHALL FEASIBILITY STUDY**
The Committee received a progress report and proposed alterations to the Guildhall. The Committee **RESOLVED:** that the Clerk contact David Creswell to ascertain the current position and Councillor Callender to request an update from Essex County Council Highways Department.
- G07/10** **PORTRAIT OF HIGH STEWARD**
Members discussed the policy regarding the portrait of the High Steward. The Committee **RESOLVED:** to write to Mr Chris Strachan to ask if he would like his portrait, as High Steward, to be placed at the top of the Guildhall stairwell. The Committee agreed for the Clerk to contact Mrs Molly Bleakley regarding the return of her late husband's portrait.

- G08/10** **REGALIA**
The Committee was advised of the importance of taking “before and after” photographs of the regalia and agreed for the Clerk to arrange it.
- The Committee discussed the condition of the regalia and agreed to seek an appropriate quotation to have the chain cleaned and restored which will be funded from the Guildhall Budget or, if necessary, request extra funding from the Finance Committee.
- G09/10** **VISIT TO WASHINGTON DC**
Members were advised by Mr Chris Strachan, High Steward, that he was visiting Washington DC in October and requested permission to take the High Steward badge. The Clerk informed members that the insurance company had confirmed that the regalia was insured on an “all risks basis” therefore loss or damage is covered. The Committee **RESOLVED:** that they were happy for badge to accompany him on his visit.
- G10/10** **USE OF THE GUILDHALL**
The Mayor requested use of the Guildhall for forthcoming events;
a) St Joseph’s school on 29th September 2010, b) mince pies and mulled wine at Christmas time, c) to invite other Mayors to the Guildhall for tea d) to invite some pupils from Harwich Community Primary School for a tour before Christmas. The Committee was in full agreement with all the events.
- G11/10** **BADGE FOR PAST MAYORS**
The Mayor had received a request from Councillor Double asking the Committee to consider a badge or ribbon for past Mayors. **RESOLVED:** that the Clerk to seek costs.
- G12/10** **CRIME PREVENTION PANEL**
Councillor Calver informed members that, prior to the last exhibition held at the Guildhall, the Crime Prevention Panel were reluctant to move the date of their meeting. The Committee **RESOLVED:** that if this was to happen in the future, the Crime Prevention Panel would be asked to change the date of their meeting.
- G13/10** **GUILDHALL LEAFLETS**
Councillor Henderson informed members that there was no address printed on the back of the Guildhall leaflet only the telephone number. The Committee agreed for an address sticker to be placed onto the leaflet.
- G14/10** **PORTRAIT OF MR F GOOD (DECEASED)**
The Clerk informed members that the portrait of the late Mr Fred Good had been collected by his family.
- G15/10** **SWEDISH STUDENT VISIT**
The Mayor informed members of forthcoming visit of Swedish students to the Guildhall in November 2010, details to be confirmed.

The Chairman closed the meeting at 7.15pm

CHAIRMAN:

DATE: