WETHERBY TOWN COUNCIL
TOWN HALL MANAGEMENT COMMITTEE MEETING
MINUTES

Date: **Tuesday 29th September**
Time: **7.00pm**
Location: **Court Room, Wetherby Town Hall, Market place, Wetherby, LS22 6NE**

Present:
Councillor Bradley
Councillor Newcombe
Councillor Mulhall
Councillor Carr
Councillor Smith

In attendance:
Town Clerk
Facilities Officer
Town Hall Admin Assistant

MINUTES

In the absence of the Chair, it was **RESOLVED** that Councillor Newcombe act as Chair for the duration of the meeting.

1. Apologies.
Local Government Act 1972, s 85 (3)
It was **RESOLVED** that apologies be received, and reasons for absence approved, from Councillor Coates and Councillor Moss.

2. Declarations of interests – None.
Localism Act 2011, s 31
Members' Code of Conduct, para. 13-18, 19-20

3. Public Participation - None.
Public bodies (Admission to Meetings) Act 1960, s1 (3)

4. Minutes.
Local Government Act 1972, Sch 12, para. 41 (1)
The minutes of the Town Hall Management Committee meeting held on *Tuesday 28th July 2026, as ap*proved by Full Council on *8th September 2026* were **RECEIVED**.

5. Facilities management and maintenance.

5.1 Emergency Lighting Survey.
The Committee received an update from the Facilities Officer emergency lighting survey. It was **NOTED** the survey carried out has highlighted a number of lighting issues which require resolving to ensure compliance with the health and safety requirements of the building. The committee received a quote from Steve Kay Electricals of £1887.79 to rectify the issues.

It was **RESOLVED** that due to the risk posed, that delegated authority be given to the Town Clerk and Facilities Officer to proceed with the quote of £1887.79 and carry out the works.

5.2 Wall mural – Town Hall Foyer.

Committee members considered two suggested locations for a mural of Wetherby's history in the Town Hall; along the staircase or down the corridor towards the School Room.

- Staircase – The staircase was considered an option however members felt the placement could pose a health and safety risk
- Corridor - Members expressed that the corridor to the School Room was very narrow and that there was insufficient lighting to effectively display the artwork.

Following a discussion, it was **AGREED** to investigate how other community buildings have displayed similar artworks and mitigated risk.

6. <u>Facilities Officer – additional updates.</u>

Facilities Officer is still waiting on a date from the contractor to finish decorative works to the Court Room, including painting and affixing wood panelling to lower walls. The Facilities Officer is looking into fitting a light on the fire exit and main doorway.

7. <u>Date of next meeting.</u>

The next meeting of the Town Hall Management Committee will take place on *Tuesday 17th November 26 at 6.30pm*.

The meeting closed at 7.27pm.
These minutes were recorded and prepared by the Town Hall Admin Assistant.