

Committee: FULL COUNCIL

Date: 23 January 2024

Title: Future Meeting Venue

Purpose of Report

For Members to consider the most appropriate venue to hold Town Council and Committee meetings from 1 April 2024.

Recommendation:

Members resolve to delegate to officers to block book **XXX** for the calendar of scheduled meetings for Town Council and Committee meetings from 1 April 2024.

Background:

1. Town Council and Committee meetings are currently held in the Council Chamber in the former Town Council Offices in North Street, Ilminster.
2. At the Town Council meeting held on 17 October 2023 under Minute **2023-0141-TC North Street**, Members passed the resolution below:

*Members **RESOLVED** by 5 votes for, 4 against and 1 abstention (Cllr Osborne) to notify Somerset Council that they no longer wish to rent North Street and will end the tenancy of the property on the 31 March 2024.*

3. Therefore, from 1st April 2024, Members will need to agree a preferred venue to hold future Town Council and Committee meetings.

Report:

4. Officers have compiled a list of possible venues to hold future meetings which can be seen in the table below.

Venue	Cost for 3 hours hire	Car Parking Available	Wi Fi	Projector/screen	Accessible
The Arts Centre	£80	Yes	Yes	Screen - Yes	Yes
Archie Gooch Pavilion	£39	Yes	Yes	Yes	Yes
Tony Rice Bar	£30	No	Yes	Screen - Yes	Yes
The Minster Rooms	£30	No	Yes	Project onto a wall	No – 4 steps
Muchelney House	£24 from 6pm to 11pm	No	Yes	Project onto a wall	Yes

5. Due to the limitations of space in the North Street Chamber, the Arts Centre has previously been used for meetings when a large public attendance was expected.
6. Muchelney House, a sheltered housing complex in Ilminster, is run by Abri. Abri do not ordinarily hire out the lounge to external organisations for meetings. However, they advised speaking to the management at Muchelney House directly as they may use their own discretion. After speaking to the management, they advised that it is possible to book the lounge for a meeting, they book in sessions and the evening session is between 6pm and 11pm. The only stipulation is that the booking could be cancelled in favour of a resident's landmark birthday/anniversary.
7. Herne View School has been considered but they do not take any bookings during school holidays.
8. The Minster Rooms is a possibility, however there is no parking and there are steps which may cause accessibility issues.
9. The Archie Gooch Pavilion has all of the facilities required.
10. There would be 23 room bookings needed to cover the Annual Community Assembly, Town Council, and the committee meetings from April 2024 to March 2025.
11. Future Recreation Ground User Group (RUG) and Herne Hill User Group (HUG) meetings could be held in the Old Magistrates Court office as they are not frequent meetings.
12. Members may wish to delegate to officers to block book **XXX** for the calendar of scheduled meetings for Town Council and Committee meetings from 1 April 2024.

Vicky Freeman
Administration Officer
January 2024