

Minutes of the meeting the Town Hall Management Committee held on
Thursday 13th November 2025, 6.15pm at Ellesmere Town Hall.

PRESENT: Chair: Cllr G Elner
Town Councillors: A Wignall, G Hutchinson, L Woodbridge, P Jones, G Hutchinson, J Howard, M Hancock
Town Clerk & RFO J Butterworth

TH 11/25/01 **Election of Chair.**
It was moved by Cllr A Wignall, Seconded by Cllr L Woodbridge and
RESOLVED: that Cllr G Elner be elected as Chair for the 2025/2026 Municipal Year.

TH 11/25/02 **Election of Vice Chair.**
It was moved by Cllr M Hancock, seconded by Cllr L Woodbridge and
RESOLVED: that Cllr A Wignall be elected as Vice Chair for the 2025/2026 Municipal Year.

TH 11/25/03 **To receive apologies and reasons for absence.**
It was agreed to approve the apologies from Cllr N Proffitt due to work commitments and Cllr M Forshaw who was away on holiday.

TH 11/25/04 **Disclosure of Personal and Prejudicial Interests.**
None disclosed.

TH 11/25/05 **Grant Dispensations.**
None requested.

TH 11/25/06 **Level 3 Building Survey, Town Hall Refurbishment & Office Extension.**
The survey had been circulated prior to the meeting. Members considered recommendations for a programme of works that had been received via email from Andrew Downton who had conducted the survey and then they had a walk around the building.

It was agreed that the Clerk will explore the costs of the following projects for the 2026/2027 budget and that the committee will consider the other items identified for a future programme of works.

Replacement windows, doors, lintels and sills, external timber repairs.
Office extension for what is currently the Police office.

Solar Panels at the Town Hall
The Clerk informed members that the warranty on the new Townhall roof would be invalidated if solar panels were attached to it, therefore it was agreed that alternative locations to fix panels should be investigated.

It was agreed that Cllr P Jones would explore options to the Council for the budget. Possible sources of funding also need to be identified.

The Clerk was asked to obtain quotations for white lining the car park, reducing the number of parking spaces at the front of the building by one which would allow the remaining spaces to be widened.

TH 11/25/07

Town Hall Hire Charges.

The hire charges were reviewed and after much discussion.

It was moved by Cllr L Woodbridge, seconded by Cllr J Howard and

RESOLVED: to recommend to Full Council to increase the hire charges by 10% from the 1st April 2026, they will be reviewed annually.

The meeting closed at 19:15 pm.

Chair..... Date.....