

**HERITAGE AND BUILDINGS WORKING GROUP MEETING**

**VIRTUAL MEETING**

**MINUTES**

**Wednesday 19<sup>th</sup> October, 7pm**

**Present:**

Cllr T Martin      Cllr Hook  
H Goodwin+      Cllr Reynolds\*

+ Until Minute Item 7

\* From Minute Item 7 onwards

**In attendance:**

Louise Bareham (Town Clerk)

**1. Apologies**

Apologies were received from Cllrs Perkin, Henderson, and Irwin.

**2. Declarations of Interest**

None.

**3. Minutes and Matters Arising**

The Minutes of the Heritage Working Group dated 26<sup>th</sup> July 2022 were proposed by Cllr Martin, seconded by Cllr Irwin and on being put to the meeting it was ***RESOLVED to accept the minutes.***

**4. Terms of Reference**

The terms of reference were proposed by Cllr Martin, seconded by Cllr Irwin and on being put to the meeting it was ***RESOLVED to accept the Terms of Reference for the Working Group.***

**5. Faversham Charters Exhibition**

The Town Clerk proposed purchasing fleeces for volunteers. Harold Goodwin asked for order information as The Faversham Society may consider ordering similar fleeces for Visitor Information Centre volunteers.

The Town Clerk proposed holding a reception for Faversham Charters Exhibition. This was agreed and Harold Goodwin suggested a contribution could be made. Fire Warden training had been arranged for two of the volunteers.

Cllr T Martin requested an update on merchandise sales be included for the next meeting.

**6. T S Hazard**

Following a discussion, it was agreed the Town Clerk would write to Larissa Reed (Chief Executive), Swale Borough Council to obtain a condition report.

Harold Goodwin suggested a meeting take place between selected Councillors and representatives from the Faversham Society to draft a potential business plan.

## **7. The Guildhall and Town Hall**

The Town Clerk advised following a discussion with the Facilities Manager, Stacey Woolf, it was proposed to undertake the internal decoration inhouse. This would mean a cost saving on the original budget put aside and satisfy evidential requirements for Joseph Hannah's apprenticeship. Two weeks had been identified in January for these works to take place.

The Town Clerk agreed to consult the Conservation Officer and when suitable colours had been identified she would then present options to interested Councillors at the next Heritage and Buildings Working Group meeting.

The future ideas for the Mayoral board and photos were discussed.

It was proposed by Cllr T Martin, seconded by Cllr Hook and on being put to the meeting it was **RECOMMENDED** that the electrical work and hearing loop for The Guildhall be undertaken.

It was proposed by Cllr T Martin, seconded by Cllr Hook and on being put to the meeting it was **RECOMMENDED that internal decorating for the Guildhall be undertaken by the Facilities Manager and the Facilities Apprentice.**

It was proposed by Cllr T Martin, seconded by Cllr Hook and on being put to the meeting it was **RECOMMENDED that external decorating for the Guildhall and the Town Hall be undertaken.**

The Town Clerk advised planning permission had been granted for a single set of double doors at the Town Hall, which would improve security and was an insurance requirement.

It was proposed by Cllr T Martin, seconded by Cllr Hook and on being put to the meeting it was **RECOMMENDED that the external doors for the Town Hall be replaced.**

## **8. Matters for Report**

Cllr T Martin referred to the Street Naming Report and suggested the remaining victims of the 1916 Gunpowder explosion who had not already had streets named after them be identified. There was also a need for more female representation.