

Report of a Meeting between Representatives of Wem Town Council and Wem Town Hall Community Trust held on Tuesday 19<sup>th</sup> June 2018 at 16.00. in Wem Town Hall.

Present:-Cllrs Mrs C Granger (Chairman), Cllr Dee and Cllr Mrs R Dodd.  
Mrs P O'Hagan (Town Clerk).

R Owens, R Reeves, S Zacharek, R Horner

1 Appointment of Chairman

**Resolved:- to appoint Cllr Granger as Chairman**

2 Apologies for absence.

**Resolved:- to accept the following apologies for absence  
Cllr P Broomhall, R Stokes**

Absent Cllr Towers

3 To approve as a correct record the minutes of a meeting of this Working Group held on 29<sup>th</sup> November 2017.

**Resolved:- to approve as a correct record the minutes of a meeting of this Working Group held on 29<sup>th</sup> November 2017 and they were duly signed by the Chairman.**

- 4 To receive an activities report from the representatives of the Trust  
Rose Horner outlined current projects that the Trust is involved in which include
- **The Programme** – this incorporates film screenings and other live screenings.
  - **Fundraising events** – A couple of fundraising events are being promoted for the autumn including a joint fundraiser with Wem Training Band and a Murder Mystery evening.
  - **Community Projects** – Currently the dementia friendly cinema and songs from the musicals are proving popular. A grant has been received for some workshops in neighbouring communities which it is anticipated will increase the use of the Town Hall for future dementia friendly projects. Rose is also working with Wem Economic Forum to create dementia friendly community.
  - **Wem into Work** – This project is due to run until June 2019 and this is going very well. There is the possibility that this project may be extended.
  - **Universal Credit** - Funding to provide Universal Credit support has also been secured to help claimants with problems related to Universal Credit.
  - **Facility Hire** – this has doubled in the past year.

Mr Reeves presented the year end accounts and reported that a surplus had been made of £11,000 which was unanticipated but welcomed. This was due to a very strong March programme, however a knock-on effect of the strong programme was now the requirement to register for VAT. He explained that In Rose's absence Sarah will be acting manager and a new staff member has joined working on Wem into Work and as Duty Manager.

**Resolved:- to note the report.**

- 5 To consider development of a Service Level Agreement with the Town Council. A discussion took place on the suggestion that instead of the annual grant award given to the Town Hall by the Town Council whether it would be better to consider establishing a 3 year Service Level Agreement (SLA) between the Town Council and the Town Hall. The benefit of an agreement of this nature could be that it would provide greater financial security for the Town Hall and enable the Town Council to provide direction as to how they would wish any contribution they make towards the Town Hall to be spent. Concern was expressed by Town Hall staff over the need to build flexibility into any targets set as part of the SLA

**Resolved:- to recommend that the Town Council establishes a working party to consider the need for the development of a Service Level Agreement with the Town Hall Trust to replace the annual grant.**

- 6 To consider any other issues raised.

It was reported that an informal meeting would take place between the Clerk and Sarah in her role as acting manager in the autumn and a further meeting of the working party was arranged for Tuesday 20<sup>th</sup> November 2018.

**Resolved:- to note**

Meeting ended 17.15

Chairman.....