

MINUTES of the Meeting of the GUILDHALL COMMITTEE held at The Guildhall, Church Street, Harwich on Monday 7th November 2011 commencing at 7.05pm

Present: Councillors Flavell, J Henderson and King

In the Chair: Councillor Calver

Clerk: Mrs L Ballard

Also present: Councillors Brown and Thurlow

Absences: Councillor R Callender

There were no questions

G020/11 **APOLOGIES FOR ABSENCE**
Apologies received from Cllr O'Neill.

G021/11 **DECLARATION OF MEMBERS' INTERESTS**
None

G022/11 **MINUTES OF THE LAST MEETING**
RESOLVED that the minutes of the Guildhall meeting held on 19th September 2011 (previously circulated) be approved by the Committee and signed by the Chairman as a true record.

G023/11 **COUNCILLORS BROOCHES**
The Clerk gave an update to members on the responses obtained from Councillors as to their opinions regarding whether to replenish female brooches or utilise one of the existing badges for use by all members. **RESOLVED:** to adopt the existing shield badge as a unisex piece for all, including councillors partners as per existing policy.

G024/11 **MAYORESS' CHAIN**
The Clerk relayed to members the cost of the two options for the future use of the Mayoress' Chain as obtained from goldsmith Ron Chapman.
RESOLVED: To add two discs to the chain to allow for 4 further names to be engraved. **FURTHER RESOLVED:** To arrange for this work to be carried out in conjunction with the next engraving, in the new financial year.

G025/11 **BUDGET 2012/2013**
The Chairman provided members with background information of the previous Guildhall budgets and the Clerk gave examples of expenditure against that budget.
RESOLVED TO RECOMMEND: Budget for the Municipal Year 2012/2013

General Fund £1500 (caveat to increase if necessary)
Maintenance Reserve £1000 (plus transfer any under spend)

G026/11

NEXT MEETING OF GUILDHALL COMMITTEE

The next meeting of the Guildhall Committee will be held in the New Year and arranged at a time when the Archivists can attend.

The Chairman closed the meeting at 7.30pm

Chairman:

Date: