

Arcade Working Group Meeting 12.12.23

Present: Councillors Bishop, M.Short, Pickard Apologies: Councillors Chambers, Collins

This is the first meeting of the newly established Working Group

1. Appointment of Working Group Chair- Councillor Derek Pickard
2. Note taker for this meeting- Councillor Sara Bishop
3. Prepare summary of background information for new Councillors re purchase of Arcade Building to include original commitment made for purchase from NWBC and signpost to key documents – **Action** Councillor Bishop
4. Request copy of recent Energy Efficiency Report- Identify recommended improvements needed to raise energy efficiency rating above E e.g. LED lighting, insulation to walls, ceilings- **Action** Councillor Bishop
5. Request copy of most recent electrical report - **Action** Councillor Bishop
6. Ensure security of upstairs rooms- who are key holders? Have spare keys held by previous tenant/s been returned to Clerk? **Recommendation to Full Council** to fit padlocks to both sets of double doors on landing for ensuring space is only accessible to those authorised.
7. Recruit additional members to working group who have professional expertise and possible insights for potential use and development of the premises e.g. architect, development, legal – **Action** ask ATC representatives to invite engagement from Atherstone Partnership.
8. Working Group members to facilitate visits for interested Councillors and other potential working group members to Arcade upstairs space during week beginning January 8th – further Working Group meeting to be arranged. **Action** – **Action** Working Group Members- Circulate invitation and access set of keys from Clerk.
9. Identify payments to be made to NWBC in 2024 budget as expenditure for meeting rooms and office space which could offset expenses in bringing Arcade offices into use as potential Town Council base- **Action** Working Group members
10. Begin to formulate plan for possible improvements so that applications can be made for future funding- on-going. **Action** Working Group Members