

## CONGLETON TOWN COUNCIL

### COMMITTEE REPORTS AND UPDATES

<b>COMMITTEE:</b>	<b>Town Hall, Assets &amp; Services Committee Meeting</b>		
<b>MEETING DATE AND TIME</b>	<b>5<sup>th</sup> September 2024</b>	<b>LOCATION</b>	<b>Congleton Town Hall</b>
<b>REPORT FROM</b>	<b>Town Hall Manager – Mark Worthington</b>		
<b>AGENDA ITEM REPORT TITLE</b>	<b>10 Lighting Town Hall for Charities</b>		
<b>Background</b>	<p>Throughout the year Officers receive requests to light up the Town Hall using the coloured uplighters to raise awareness for various charities and foundations. These requests can come from the charities or foundations themselves or a resident who supports their cause and wishes to raise awareness. The coloured uplighters are lit in the chosen colour of the charity and positioned inside the Grand Hall to illuminate the large ceiling windows on either side for one night. The lights can be seen across town and are clearly visible from Mountbatten Way. Charities who have requested the Town Hall be illuminated include NHS, World Polio Day, World Hepatitis C Day, Pancreatic Cancer Day, World Mitochondrial Disease Day. Historically there has been no charge for charities and foundations to light up the Town Hall. Hirers of the Town Hall who have paid for use of the uplighters as part of their hire package have always taken priority if a charity request has been made for the same date.</p>		
<b>Update</b>	<p>Requests to light the Town Hall are increasingly coming from members of the public and not necessarily the charity themselves. Some of the requests are to illuminate the Town Hall for up to a week rather than one night. As a Council we have policies in place for multiple things to provide consistency when dealing with requests from members of the public and organisations, in this instance we do not have a policy in place.</p> <p><u>Considerations</u></p> <ul style="list-style-type: none"><li>• Commercial bookings in the Grand Hall take priority over charity requests on the same date</li><li>• Registered charity needs to be involved in the request if request is from a member of the public</li><li>• Period of time the request is for</li><li>• Environmental impact of lighting the Town Hall while not in use</li><li>• Electrical cost of running 24 x 62 watt event uplighters, using an electricity rate of £0.22p per kWh, would be £4.08 per 12 hours.</li><li>• Agreeing with charity/organisation how this will be promoted</li><li>• Illuminate the Town Hall for all requests relating to a charitable organisation</li><li>• No longer illuminate the Town Hall for these type of request</li></ul>		

<b>Financial</b>	Electrical cost of running 24 x 62 watt event uplighters, using an electricity rate of £0.22p per kWh, would be £4.08 per 12 hours.
<b>Environmental</b>	Electrical usage overnight while the Town Hall is not occupied.
<b>Equality</b>	Where applicable in the procurement of services this is taken into consideration
<b>Decision Request</b>	To agree a policy and process for Charities and organisations to request the Town Hall to be illuminated to promote/raise awareness of their Charity/organisation.