



Congleton Town Council

Historic market town

Town Clerk: **BRIAN HOGAN**



22nd June, 2012

Dear Councillor,

Town Hall Committee – Thursday 28th June, 2012

You are requested to attend a meeting of the Town Hall Committee, to be held in the Town Hall, High Street, Congleton on **Thursday 28th June 2012 at 7.45pm.**

Members who are unable to attend are reminded of the need to give apologies in advance with the reason for non-attendance.

Yours sincerely,

TOWN CLERK

AGENDA

1. Apologies for absence.

2. Minutes

To confirm the minutes of the Meeting held on 9th May, 2012 as a correct record.

3. Declarations of Interest

Members are requested to declare both “personal” and “personal and prejudicial” interests as early in the meeting as they become known.

4. Outstanding Actions

There are no outstanding actions.



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5. Kitchen and Bar Extension

To receive and consider a verbal report on the proposed Kitchen and Bar extension.

6. Resolution to exclude the Public and Press (if necessary)

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

7. Town Hall Trading Account

To consider a report by the Support Manager. (enclosed)

8. AOB

To Members of the Town Hall Committee

ccs.

Other members of the Council

Honorary Burgesses (4) for information

Press (3)

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE TOWN HALL COMMITTEE HELD ON
WEDNESDAY, 9TH MAY, 2012

PRESENT: Councillors D A Parker (Chairman in the Chair)
 G R Edwards
 G P Hayes
 Mrs A M Martin
 N Price

1. APOLOGIES

Apologies for absence were received from Councillors M J Hutton & Mrs E Wardlaw.

2. MINUTES

THC/24/1112/RESOLVED- That the minutes of the Meeting held on 15th March, 2012 be approved and signed by the Chairman as a correct record.

3. DECLARATIONS OF INTEREST

Members are requested to declare both "personal" and "personal and preudcial" interests as early in the meeting as they become known.

There were no declarations of interest.

4. OUTSTANDING ACTIONS

THC/17/1112 A report on the first Wedding Fayre held in the Town Hall on the 4th March, 2012 was considered by the committee. It was noted that the event was very successful and will be held again in October of this year.

THC/19/1112 It has been suggested that De Lacey's and the Town Council should hold a familiarisation Town Hall awareness day whereby local businesses and organisations are invited in to view the facilities and catering options. To be held in partnership with De Lacey's in early July 2012.

5. KITCHEN AND BAR EXTENSION

A report produced by the Architectural Consultant on proposals to extend the kitchen and Bar was considered along with relevant plans for the project and recommendations on the tender process.

THC/25/1112 RESOLVED-

1. That the report be received and recommendations on extending the bar and kitchen be approved.

2. To approve acceptance of the lowest quotation for the supply of the catering and bar equipment amounting to £10,096 and building work at a cost of £28,111

6. **RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS (IF NECESSARY)**

There was no resolution to exclude the press and public

D A PARKER
(CHAIRMAN IN THE CHAIR)