

24<sup>th</sup> June 2010

Dear Councillor,

Town Hall Committee – Thursday 1st July 2010

You are requested to attend a meeting of the Town Hall Committee, to be held in the Town Hall, High Street, Congleton on **Thursday 1st July 2010 at 6.30pm**

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 3<sup>rd</sup> June 2010 as a correct record.  
(enclosed)

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.

5. Furniture for the Bridestone Suite  
To receive an update on the purchase of furniture for the Bridestone Suite.
6. Town Council Open Day  
To consider holding an Open Day in conjunction with the Museum and St Peter's Church to celebrate Heritage Week. (enclosed)
7. Town Hall Security  
To receive and consider an operating procedure to upgrade the security alarm system in the Town Hall. (enclosed)
8. Town Hall Trading Account April to May 2010  
To receive and consider the Town Hall Trading Account. (copy enclosed)
9. 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.
10. Town Hall Extension  
To consider a report on the Restricted Right of Way to the rear of the Town Hall and to receive advice from Rebecca Simpson SAS Daniels. (enclosed)

To Members of the Town Hall Committee  
ccs. Other members of the Council  
Honorary Burgesses (5) for information  
Press (3)