

1st July, 2011

Dear Councillor,

Town Hall Committee – Thursday 7th July, 2011

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, 2011 at 7.15pm.**

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

PLEASE NOTE THAT THERE IS A PLANNING MEETING ON THE SAME EVENING AT 6.30PM

Yours sincerely,



TOWN CLERK

AGENDA

1. Apologies for absence.
2. Minutes
To confirm the minutes of the Meeting held on 17th March, 2011 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.

5. Town Hall Hire

To receive a verbal report on a proposal to target the corporate sector for Town Hall hiring's.

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. Restricted Right of Way

To receive a verbal report on the latest situation regarding the restricted right of way at the rear of the Town Hall.

8. Town Hall Trading Account

To consider a report by the Support Manager (enclosed)

9. Progress on Capital Works Contracts

To consider a report by the Architectural Consultant on Congleton Town Hall current Capital Works, DDA Works and Planned maintenance, Repair and Improvement and other relevant issues. (enclosed)

10. Report on Capital Works expenditure

To receive and consider a report from the Architectural Consultant (enclosed)

11. Future Works of Planned Maintenance, Repair and Improvement

To consider a report on future planned maintenance repair and improvements (enclosed)

To Members of the Town Hall Committee
ccs. Other members of the Council
Honorary Burgesses (4) for information
Press (3)