

10<sup>th</sup> March 2011

Dear Councillor,

Town Hall Committee – Thursday 17<sup>th</sup> March 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 17<sup>th</sup> March 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 30th September 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. Jackson Lloyd  
To receive notice from Jackson Lloyd to vacate the first floor office at the rear of the Town Hall and to discuss other uses for the office space
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 and consider a verbal report on 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. Town Hall Hire Charges  
To review the Town Hall hire charges for 2011-12
10. 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)
11. Report on Capital Works expenditure  
To receive and consider a report on capital works expenditure to date. (enclosed)
12. Future Works of Planned Maintenance, Repair and Improvement  
To consider a report from the Architectural Consultant. (enclosed).

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