

11th March 2010

Dear Councillor,

Town Hall Committee – Thursday 18th March 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 18th March 2010 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.

Yours sincerely,

TOWN CLERK

AGENDA

1. Apologies for absence.
2. Minutes
To confirm the minutes of the Meeting held on 16th December 2009 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. To receive the minutes of the Museum Working Group meeting held on 4th March 2010 (enclosed).
5. Outstanding Actions
THC 10: 30.09.09 Quotations for call out service for fire and security alarms

6. Story Boards

To receive a presentation from Helen Paton on the proposed Story Boards to install in the Town Hall

7. Town Hall Trading Account

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

8. Town Hall Hire Charges

To consider amending the Town Hall hire charges to:-

- I. Offer a 20% discount to regular weekday users
- II. Offer a 50% discount on Sunday's to the Voluntary Sector

9. Town Hall Project Plan

To consider an update to the Town Hall Project Plan

10. 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.

11. 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)

12. De Lacey's Cafe Bar

- I. To consider an update on the status of works to complete alterations to incorporate the Tapas Bar and to receive a copy of the revised contract
- II. Licensing

To consider confirmation from the Police Licensing Authority who have confirmed that Leslie Foulkes has been appointed as designated premises supervisor. It has also been stated that there is no requirement for further licensing for the front areas, therefore the licensing is now complete.

To Members of the Town Hall Committee
ccs. Other members of the Council
Honorary Burgesses (6) for information
Press (3)