

19<sup>th</sup> November 2009

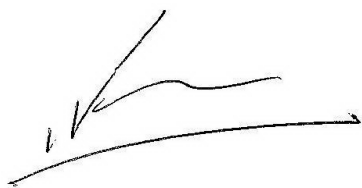
Dear Councillor,

Town Hall Committee – Wednesday 25<sup>th</sup> November 2009

You are requested to attend a meeting of the Town Hall Committee, to be held in the Town Hall, High Street, Congleton **on Wednesday 25<sup>th</sup> November 2009 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 15th September 2009 as a correct record (enclosed)

3. Outstanding Actions

THC 5: 28.5.08 Town Hall Car Parking.  
THC 18: 15.09.09 Loan Sanction Approvals

4. Project Plan

To consider updated actions on the Project Plan. (to follow)

5. 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)

6. Members Item

At the request of Councillor, Mrs J Whitehurst, to consider the appointment of a joint Working Party with the Museum to consider proposed future extensions to the Town Hall and the Museum.

7. 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.

8. Booking Policy and Charges

To consider a report from the Change Management Consultant and Support Manager. (to follow)

9. Town Hall Trading Account

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

10. Security Issues

To consider a report from the Change Management Consultant (to follow).

11. Licensing Amendment

To receive a verbal report on an application made to amend the licence.

12. Draft Budget 2010/11

To consider a first draft budget for the Committee. (enclosed)

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