

Ceri Anderson

Dated this: 31 January 2019

Dear Sir/Madam

I hereby give you notice that a meeting of the **Town Hall Committee** of the above Council will take place in the Council Chamber, Cowbridge Town Hall, on Tuesday 5th February **at 8.00pm.**

All members of the above Committee are hereby summoned to attend for the purpose of transacting the following business.

Yours faithfully

Ceri Anderson

Ceri Anderson
Town Clerk

AGENDA

1. Apologies for absence
2. To receive Declarations of Interest (*Members are reminded of the provisions of paragraph 11 of the Members' Code of Conduct and more particularly paragraph 11.1*).
3. Matters arising from the Committee Meeting held on Tuesday 8 January 2019, which are not already on this agenda.
4. Town Hall Expenditure\Accounts.
5. Town Hall Hire
 - a) Benchmarking – Town Hall Fees and Hire
 - b) Security\Locking up proposal (brought forward from Council meeting info attached)
6. Purchase of Freezer
7. E-mail system update and purchase of computers\laptops – information attached
8. Front doors repair update
9. Main hall ceiling repair update

Committee Members: Cllrs J Andrew, S Vaughan, J H Wallis, J R Harris, G A Cox, C George, H P Wright, T J Williams and A T Trousdell

10. Accessibility Update
 - a)Grant funding – Town Hall Lift
 - b)Grab Rail
 - c)Signage
 - d)Ramp
11. Furnishings for Council Chamber
12. Rate Review (Cllr S Vaughan)
13. Date and Time of next Meeting