

Ceri John

Dated this: 8 October 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 15th October 2019 at **6.00pm**.

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

Yours faithfully

Ceri P John
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 11 July 2019, which are not already items on this agenda.
4. Town Hall Monthly Accounts
5. Replacement Curtains update
6. Council Chamber Hearing System
7. **Health and Safety**
Asbestos Management Plan
Fire Risk Assessment
Fixed wiring test actions - update
8. Christmas Lights – Town Hall
9. IT update following meeting with Vale of Glamorgan
10. **Disability Access**
Grab Rails
Signage
Lift
11. Town Hall Maintenance Plan
12. Consideration of precept requirements for financial year 2020/21
13. Date and Time of next Meeting: 6.00pm on Tuesday 12th November 2019.