

Ceri Anderson

Dated this: 26 March 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 2 April **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**

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### **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 5 March 2019, which are not already on this agenda.
4. Town Hall Expenditure\Accounts.(under separate cover)
5. Town Hall Hire
  - a)Benchmarking – Town Hall Fees and Hire
  - b)Security\Locking up proposal update
6. E-mail system update and purchase of computers\laptops - update
7. Piano – Town Hall
8. Health and Safety Update
9. Accessibility Update
  - a) Town Hall Lift – update ( correspondence attached)
  - b)Grab Rail -update

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

- c)Signage
- d)Ramp

10. Date and Time of next Meeting