



Town Clerk  
Clerc y Dref

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COWBRIDGE (Ancient Borough)  
with LLANBLETHIAN,  
TOWN COUNCIL  
CYNGOR TREF  
Y BONTFAEN (Bwrdeistref Hynafol)  
gyda LLANFLEIDDAN

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Date  
Dyddiad

Ceri Anderson

Dated this: 1 May 2018

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 Wednesday 9<sup>th</sup> May 2018 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  
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 7<sup>th</sup> April 2018, which are not already items on this agenda.
4. To review the Maintenance Programme of Town Hall for years 2017/18 to 2022/23 (*under separate cover*).
5. Repairs to Town Hall Main Roof – (*update*).
6. Service/Repair to Town Hall Clock – (*update*).
7. Refurbishment of Chamber Chairs.- (*update*)
8. Limited Ability Access.
9. Grab Rails
10. Display Energy Certificate
11. Review Terms and Conditions of Hire (as attached).
12. 5 Year Strategic Plan – Town Hall Committee (*copy held by members*).
13. Replacement flooring for Gents Toilets
14. Instruction for Fire and Safety Policy & Emergency Plan – Associated Costs (under separate cover)
15. Installation of lift (*update*)
16. Date and Time of next Meeting