

Brixham Town Council

Date of issue: 27th July 2018

Members of the **Town Hall Sub Committee**
you are hereby summoned to attend a meeting
on **Friday 3rd August 2018 at 9.30am**
in the **Furzeham Room, Brixham Town Hall,**
for the purpose of transacting the following business:

Members of the public are invited to address the Committee between 9.30am and 9.40am.

Attendees should be aware that the proceedings of this meeting may be filmed, photographed or recorded.

Agenda

1. To accept apologies for absence through the clerk
2. To make any declarations of interest in items on the agenda
3. To consider any requests for Dispensation on agenda items
4. To agree the minutes of the meeting held on 15.06.18
5. To consider and agree a recommendation from the Town Hall Innovation Working Group
 - a) To rename the working group to Brixham Town Hall Complex Regeneration
 - b) To appoint a Project Manager to provide the expertise to progress the Town Hall Regeneration Project
6. To consider Annual Inspection / Maintenance quotes for:
 - a) Fire Risk Assessment
 - b) Boiler Maintenance and Servicing including Legionella testing
 - c) Asbestos Inspection
 - d) Logo Mats
7. To hear an update on the Emergency Lift Telephone Line
8. To consider purchasing an Electric Fly Killer for the Scala Hall kitchen
9. To hear an update following training and guidance on risk assessments
10. To hear an update, consider and agree any maintenance works
 - a) To hear an update regarding damp problems in the Theatre and Scala Hall
 - b) To consider the quote for the Dry Rot work in Scala Hall following the survey
 - c) To consider quotes for installation of a new combustion seal and gas meter earth bonding upgrade
11. To consider a request from Brixham Theatre CIO
 - a) That a preferential tariff is agreed for the hire of the Scala Hall to allow Brixham Theatre CIO to hold events or use as additional dressing room space.
12. To put forward any items for the next agenda

Signed.... *Tracy Hallett*..... Clerk to Brixham Town Council

All Councillors are invited to attend this committee meeting and contribute.

Committee Members: P Addison, I Carr, S Clutterbuck, D Giles, J Regan & J Stock

Brixham Town Council Clerk, Town Council Office, Town Hall, New Road, Brixham, TQ5 8TA.