



Brixham Town Council

First Floor, Brixham Town Hall,
New Road, Brixham, TQ5 8TA

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Town Clerk: Mrs Tracy Hallett

21st February 2019

Dear Councillors

You are invited to attend a meeting of **Town Hall Sub Committee**, which will be held in the **Furzeham Room of Brixham Town Hall** on **Friday 1st March 2019** commencing at **9.30am**

If you are unable to attend this meeting, or will be late in arriving, please inform the Council offices as soon as possible.

From 9.30am to 9.40am residents are invited to give their views and question the Town Council on issues on this agenda or raise issues for future consideration before the start of the Town Council meeting. Members of the public may not take part in the Town Council meeting itself.

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

Agenda

- 1. Opening of the Meeting**
- 2. Apologies**
To receive apologies and to approve reasons for absence
- 3. Declarations of Interest**
In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Town Clerk within 28 days of the change.
- 4. Minutes**
To consider the approval of the minutes of the last meeting dated 11th January 2019
- 5. Maintenance (Report 09-2019)**
To hear updates, consider and agree any recommendations on the following:
 - a) Roof
 - b) Heating
 - c) Bollards
 - d) Damp
 - e) Lift
 - f) Asbestos report

6. **John Chancellor** (Report 12-2019)
7. **Fire, Health & Safety** (Report 11-2019)
To hear an update, consider and agree any recommendations.
 - a) Fire Risk Assessment Works.
 - b) PAT Testing
8. **Tenants & Hirers**
 - a) To hear an update on the Theatre legal agreement
 - b) To consider and agree managing the Pannier Market (Report 08-2019)
9. **Date of next meeting**
To confirm the date of the next meeting which is scheduled for 10.05.2019
10. **Items for future agenda**
Each Councillor is requested to use this opportunity to raise items for future agendas.

Signed

Tracy Hallett

Town Clerk to Brixham Town Council

21st February 2019

Committee Members:

Councillors P Addison, I Carr, S Clutterbuck (C), D Giles, J Regan & J Stock (VC)