



# Brixham Town Council

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

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Town Clerk: Mrs Tracy Hallett

22<sup>nd</sup> January 2021

**Dear Councillors**

You are invited to attend a virtual meeting of the **Town Hall Committee**, which will be held via [Zoom](#) on **Friday 29<sup>th</sup> January 2021** commencing at **2pm**.

Meeting ID: 830 5887 4047 and Passcode: 296821

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

From 2:00pm to 2:10pm 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 of the Town Hall Committee held on 14<sup>th</sup> December 2020.

### 5. Tenant Updates

- a) To consider a request from Brixham Theatre CIO to add Act of Terrorism to the Council Insurance at renewal
- b) To hear any further updates on tenancies and to consider any recommendations
- c) To review the Pannier Market Licence (Report 08-2021)

### 6. Room Hire

- a) To review the hire charges and terms and conditions (Report 01-2021)
- b) To hear an update on general hire of the building and what is being done to encourage hirers back to the building (Report 02-2021)

**7. Contracts**

To discuss and consider a Service Level Agreement with Stronghold (Report 05-2021)

**8. Maintenance (Report 06-2021)**

- a) To hear an update on all the maintenance works taken place at the Town Hall
- b) To discuss and consider carrying out the periodic electrical inspection
- c) To discuss and consider replacing the lights in the Scala Hall for LED

**9. Town Hall Regeneration (Report 07-2021)**

- a) To discuss and decide the Council's expectations from the regeneration project
- b) To note the income and expenditure spent on the regeneration project
- c) To discuss and consider the terms of reference and membership for the newly formed task and finish group

**10. Town Hall Budget**

To hear an update on the Town Hall budget (Report 04-2021)

**11. Date of next meeting**

The date of the next meeting to be confirmed.

**12. Items for future agenda**

Each Councillor is requested to use this opportunity to raise items for future agendas, giving details of why the Council should consider the item.

Signed

*Tracy Hallett*

Town Clerk to Brixham Town Council

22<sup>nd</sup> January 2021

**Committee Members:**

**Councillors P Addison, I Carr, D Giles, E Hoggart, S Leech, A Massey (C) & J Regan (VC)**