



# Brixham Town Council

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

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**Town Clerk: Mrs Tracy Hallett**

23<sup>rd</sup> April 2021

**Dear Councillors**

You are invited to attend a virtual meeting of the **Town Hall Committee**, which will be held via [Zoom](#) on **Friday 30<sup>th</sup> April 2021** commencing at **2.30pm**.

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 19<sup>th</sup> March 2021.

**5. Town Hall Regeneration**

- a) To hear a report from the task and finish group
- b) To discuss and consider the consultation questionnaire

**6. Town Hall Occupation**

To hear an update on the occupancy levels for the following areas and the efforts being made to encourage future bookings

- a) Scala Hall
- b) Office Units / Meeting Rooms

**7. Town Hall Updates**

- a) To hear an update on current and completed maintenance works
- b) To hear an update on the reopening of the Town Hall

**8. Date of next meeting**

From May this Committee will no longer exist and all responsibilities will be merged into the Finance and General Purposes Committee.

**9. Items for future agenda**

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

Signed

*Tracy Hallett*

Town Clerk to Brixham Town Council

23<sup>rd</sup> April 2021

**Committee Members:**

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