

Brixham Town Council

Date of issue: 16th January 2015

Members of the **Town Hall Sub Committee** you are hereby summoned to attend a meeting
on **Friday 23rd January 2015 at 10.00am**
in **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 9.45am.

Agenda

1. To accept apologies for absence through the clerk.
2. To make any declarations of interest in items on the agenda.
3. To agree the minutes of the meeting held on 07.10.14.
4. To discuss and review the Town Hall survey report.
5. To discuss and agree to the Theatre Emergency Evacuation Procedure.
6. To discuss and agree to the Hire Terms and Conditions.
7. To hear a report on the cost purchasing crockery for use in the Function Room when hired out.
8. To hear an update on the Fire Risk Assessment works.
9. To discuss any issues relating to the general usage of the Town Hall.
 - a. Taps to sinks in main Town Hall
 - b. Energy Efficiency
 - c. Parking permits
 - d. Scala Hall kitchen
10. To discuss future plans for the Scala Hall.
11. To put forward any items for the next agenda.

Signed Clerk to Brixham Town Council

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

Committee Members: P Addison, R Gardner, M Morey & J Stock.

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