

# Whitchurch Town Council

Civic Centre  
Whitchurch  
SY13 1AX



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## CULTURAL & CIVIC CENTRE COMMITTEE

Members of the Committee named below are summoned to attend the **Cultural & Civic Centre Committee** meeting which will be held on **Thursday 7<sup>th</sup> November 2019**, in the Edward German Room, Civic Centre, Whitchurch commencing at **7.45pm**.

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

**Date of Notice: 1<sup>st</sup> November 2019**

A handwritten signature in black ink, appearing to read 'N Young'.

Nicola Young  
Town Clerk

**To: Councillors: S Hamlyn, B Duffy, T Neville, S Radford, H Vasey, A Hall.**

### AGENDA

**1. APOLOGIES**

To receive apologies and reasons for absence

**2. DECLARATIONS OF INTEREST**

To receive from Members any disclosure of ordinary or disclosable pecuniary interests in relation to this Parks Committee meeting

**3. MINUTES**

To confirm the minutes of the Cultural & Civic Centre Committee meeting held on **3<sup>rd</sup> October 2019** and sign as an accurate record of that meeting (copy attached)

**4. PUBLIC PARTICIPATION**

Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Committee has a responsibility. The Chairman will at this point, suspend Standing Orders to allow any members of the public to address the meeting.

**5. ACCOUNTS UPDATE**

To receive Month 6 Committee accounts (copy attached)

**6. COUNCIL RESOLUTION RECORD (standing item)**

To receive the updated Cultural & Civic Centre Committee Resolution Record. Committee are requested to sign off complete items.

**7. TERMS OF REFERENCE**

To approve the Terms of Reference for the Cultural & Civic Centre Committee.

**8. FILM SUB-COMMITTEE REPORT**

To receive a report and recommendations.

**9. PARTY IN THE PARK**

To decide on a way forward and discuss the budget.

**10. BAR**

- a. To consider removing the bar from the Main Hall
- b. To approve the purchase of portable bar equipment
- c. To consider a new bar site

**11. STAGE REPORTS**

To receive the mechanical and electrical reports regarding the safety of the stage and approve emergency works.

**12. EVENTS / SHOWS (standing item)**

- a. **Events Finance**  
To receive costs of individual shows, including staffing and on-costs.
- b. **Update on Upcoming Shows**  
To receive an update on shows booked for the next 12 months.

**13. CHRISTMAS SWITCH ON 2019**

To receive an update.

**14. MARKET HALL LIGHTING**

To receive the reports on the electrical wiring.

**15. BUDGET SETTING 2019/2020**

To review the current budget and make recommendations for the 2020-2021 committee budget.

**16. SOUND & LIGHTING**

To agree any necessary purchases.

**17. CONFIDENTIAL BUSINESS (if any)**

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.