

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 6th February 2020**, in the Edward German Room, Civic Centre, Whitchurch commencing at **8.00pm**.

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: 31st January 2020

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

Nicola Young
Town Clerk

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

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 Cultural & Civic Centre Committee meeting

3. MINUTES

To confirm the minutes of the Cultural & Civic Centre Committee meeting held on **12th December 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

- a. To receive Months 8 & 9 Committee accounts (copy attached)
- b. To receive an update on outstanding budget items, Committee are requested to consider a way forward.

6. TERMS OF REFERENCE

To agree the updated Culture & Civic Centre Committee terms of reference.

7. CIVIC CENTRE ROOM HIRE

- a. To consider setting up a working group to review room hire prices.

b. To receive a request for free room hire.

8. DISHWASHER

To receive quotes on WRAS approved machines and select dishwasher to purchase.

9. ARTISAN CRAFT UNITS

To receive two applications to occupy the currently empty Unit 4.

10. FRONT OF HOUSE

To review the entrance to the Main Hall and discuss options.

11. 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.

12. COUNCIL RESOLUTION RECORD (standing item)

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

13. MARKET HALL LIGHTING

To receive a report and agree a way forward.

14. 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.

15. RAKED SEATING

To receive an update from a recent site visit regarding raked seating and consider costings.