

Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



High Street
Shropshire
tel. 01948 665761

website: www.whitchurchcouncil.uk

email: clerk@whitchurchcouncil.uk

Civic Centre Committee

Members of the Committee named below are summoned to attend a **Civic Centre Committee** meeting which will be held on **Thursday 7th February 2019**, 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. Please note, this meeting is audio recorded.

Date of Notice: 1st February 2019

Nicola Young
Town Clerk

To: Councillors: T O'Neill, A Hall, J Sinnott, A Chesters, T Neville, H Vasey, M Barker

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 Civic Centre Committee meeting.

3. MINUTES

To confirm the minutes of the Civic Centre Committee meeting held on **6th December 2018** 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 allow any members of the public to address the meeting

5. ACCOUNTS UPDATE

To receive the most up to date accounts for the Civic Centre cost centre.

6. MAIN HALL

- a. **FLOORING.** To receive an update on the floor from the Town Clerk and an annual maintenance quote for the main hall floor from Robert Geddes.
- b. **DOUBLE DOORS.** To agree to installing double door openers by Securasonic for 1st set double doors, as has previously been done for the 2nd set of doors.

7. MARKET HALL

- a. **Working Group.** To agree which Councillors will sit on the Market Hall lighting project working group and to set the date of the first meeting.
- b. **Electrical Condition Survey.** To agree to an electrical condition survey taking place for the market hall.
- c. **Emergency Lighting.** To agree to a fire report being produced on the capacity of emergency lighting in the Market Hall.
- d. **Doors.** To discuss and agree a way forward with regards to replacing the green set of entrance doors into the market hall.

8. CIVIC CENTRE – KITCHEN EQUIPMENT

To consider purchasing a dishwasher for the downstairs kitchen in the Civic Centre.

9. PV CELL INSTALLATION. To receive an update from the Clerk on the PV Cell Project.

10. FRIDAY MARKET

To receive a proposal from Cllr Raynes - following a meeting between Cllr Raynes, Town Clerk, Town Centre Manager and Joe Harrison, Chief Executive National Market Traders Federation, that the Town Centre Manager prepares a project plan, to include milestones and provide a report on progress made since the meeting, within the next 3 weeks and for the next Civic Centre Committee meeting.

11. 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.