

22<sup>nd</sup> September, 2011

Dear Councillor,

Town Hall Committee – Thursday 29<sup>th</sup> September, 2011

You are requested to attend a meeting of the Town Hall Committee, to be held in the Town Hall, High Street, Congleton on **Thursday 29th September, 2011 at 7.15pm.**

Members who are unable to attend are reminded of the need to give apologies in advance with the reason for non-attendance.

**PLEASE NOTE THAT THERE IS A PLANNING MEETING ON THE SAME EVENING AT 6.30PM**

Yours sincerely,



TOWN CLERK

AGENDA

1. Apologies for absence.
2. Minutes  
To confirm the minutes of the Meeting held on 7th July, 2011 as a correct record.
3. Declarations of Interest  
Members are requested to declare both “personal” and “personal and prejudicial” interests as early in the meeting as they become known.
4. Outstanding Actions  
There are no outstanding actions.

5. Town Hall Hire

To consider the concessionary discounts given to local hirers of the Town Hall

6. Resolution to exclude the Public and Press (if necessary)

To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that public and press be excluded from the meeting for the matters set out below on the grounds that it could involve the likely disclosure of private and confidential information or staff matters.

7. Restricted Right of Way

To receive and consider the proposed access licence for the restricted right of way at the rear of the Town Hall.

8. Town Hall Trading Account

To consider a report by the Support Manager (enclosed)

9. A.O.B.

To Members of the Town Hall Committee  
ccs. Other members of the Council  
Honorary Burgesses (4) for information  
Press (3)