



# FOWEY TOWN COUNCIL

Mayor: Cllr Mrs Ruth Finlay 01726 832762  
47, Vicarage Meadow, Fowey, PL23 1EA  
Town Clerk: Mrs Sally Vincent JP 01208 871159  
Colcerrow Farm, Par, PL24 2RZ  
email [sallyvincent957@btinternet.com](mailto:sallyvincent957@btinternet.com)  
[www.foweytowncouncil.gov.uk](http://www.foweytowncouncil.gov.uk)

## Notice of Meetings

Notice is hereby given that the next meeting of Fowey Town Council Town Hall Committee will be held in the Town Hall on Thursday 13<sup>th</sup> September 2018 at 10am

## Agenda

1. To receive apologies for absence
2. Declaration of Interests
  1. Pecuniary
  2. Non Registerable
  3. Dispensations
3. Public Participation/Questions
4. Minutes of the meeting held on 28<sup>th</sup> August 2018
5. Matters arising from the Minutes not on the Agenda– *for report only*
6. Review of Risk Assessments  
*Purpose: To review and sign off assessments and appoint a member to be responsible for Health & Safety in the Town Hall*
7. Review of Risk Assessment of Town Quay  
*Purpose: To review action points and sign off the recent Safety Inspection of the Town Quay.*
8. Review of Town Hall Budget  
*Purpose: To study the Town Hall and Town Quay Running Costs in preparation for the Budget meeting.*
9. Freemen of Fowey  
*Purpose: To consider the installation of a Freemen of Fowey Board in the Hall*
10. Facility Advertising  
*Purpose: To consider additional advertising to encourage increased use of the Hall and to consider the management of an openly accessible bookings calendar*

**11. Date of Next Meeting – To be confirmed**

**Sally Vincent  
Town Clerk  
7<sup>th</sup> September 2018**