



FOWEY TOWN COUNCIL

Mayor: Cllr Mrs Ruth Finlay 01726 832762
47, Vicarage Meadow, Fowey, PL23 1EA
Town Clerk: Mrs Sally Vincent JP 01208 871159
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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 Tuesday 9th July 2019 at 11.00am

Agenda

1. **Election of Chairman 2019/2020**
2. **To receive apologies for absence**
3. **Declaration of Interests**
 1. **Pecuniary**
 2. **Non Registerable**
 3. **Dispensations**
4. **Public Participation/Questions**
5. **Minutes of the meeting held on 19th February 2019**
6. **Matters arising from the Minutes not on the Agenda – for report only**
7. **Co-option of Additional Members to the Town Hall/Town Quay Committee**

Purpose: To consider the co-option of two non-Councillor, non-voting members to the Committee
8. **Review of Town Hall Risk Assessments**

Purpose: To review and sign off all risk assessments and consider appointing a member to be responsible for Health & Safety in the Town Hall
9. **Review 2019/2020 Budget**
10. **Town Quay**

Purpose: 1. To consider the purchase of festoon lighting for the town quay 2. To consider the necessity of repainting the quay railings and benches
11. **Town Hall Coffee Machine**

Purpose: To consider quotes for the purchase/installation of a coffee machine in the Hall
12. **Maintenance of Town Hall exterior walls and windows**

Purpose: 1. To consider quotes for repointing the wall on the older part of the Town Hall Building on the Trafalgar Square side (for recommendation to full council) 2. To consider quotes for painting the windows on the newer part of the building on the Trafalgar Square

side

13. Weddings in the Town Hall

Purpose: To consider obtaining a licence to hold weddings in the Town Hall

14. Designated Premises Supervisor

Purpose: To consider the appointment of a DPS for the Town Hall

Date of Next Meeting – To be confirmed

Sally Vincent
Town Clerk
3rd July 2019