



# FOWEY TOWN COUNCIL

Mayor: Cllr John Berryman Esq 01726 833754  
Penhale Farm, Fowey, PL23 1JU  
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 Office on Friday 25<sup>th</sup> November 2011 at 11.00am

### Agenda

1. To receive apologies for absence
2. Declaration of Interests
  - a. in items on the agenda
  - b. in gifts in excess of £25
3. Public Questions
4. To approve the Minutes of the meetings held on 5<sup>th</sup> August 2011
5. Matters arising from the minutes not on the agenda (for report only)
6. Budget 2011/2012  
*Purpose: To approve a budget for consideration by the Finance Committee*
7. Town Hall Promotions  
*Purpose: To discuss ideas to encourage future usage of the Hall and arrangements for Christmas 2011*
8. Risk Assessment  
*Purpose: To inspect and sign off the safety record book kept by the Town Hall Caretaker*
9. Exchange of Information  
*Purpose: To exchange relevant information at the discretion of the Chairman*
10. Date of Next Meeting – to be arranged

Sally Vincent  
Town Clerk  
22<sup>nd</sup> November 2011