



# 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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[www.foweytowncouncil.gov.uk](http://www.foweytowncouncil.gov.uk)

Notice is hereby given that a Meeting of Fowey Town Council Town Hall Committee will be held at the Fowey Town Hall Office on Monday 12<sup>th</sup> October 2015 at 2.30pm

## Agenda

1. To receive apologies for absence
2. Declaration of Interests
  - a. Pecuniary
  - b. Non Pecuniary
  - c. Dispensations
3. Public Questions
4. Minutes of the meeting held on 23<sup>rd</sup> June 2015
5. Matters arising from the Minutes not on the Agenda– *for report only*
6. Town Hall Budget  
*Purpose: To review 2015/2016 budget to date*
7. Roles & Responsibilities of the Town Hall Committee  
*Purpose: To agree and confirm responsibilities of the Committee for adoption by full Council*
8. Town Hall Draft Policy Document  
*Purpose: To agree content before presentation to full Council for adoption, particularly relating to the use of the Office*
9. Exchange of Information  
*Purpose: To exchange relevant information at the discretion of the Chairman*
10. Date of the next meeting – to be arranged

Sally Vincent  
Town Clerk  
6<sup>th</sup> October, 2015