

# Malmesbury Town Council

Town Hall  
Malmesbury  
Wiltshire  
SN16 9BZ

3<sup>rd</sup> August 2009.

You are summoned to a Meeting of the Town Hall Management Committee to be held on Wednesday 10<sup>th</sup> August 2009 in the Malting Hall, Town Hall, Malmesbury, commencing at 6.00pm.

**J Penfold**  
Town Clerk

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Cllr Mrs C C Doody  
Cllr. R F Sanderson

Cllr. P J Goldstone  
Cllr. C Vernon

Cllr J R Lawton(Chair)

## **A G E N D A**

1. Apologies.
2. Public Question Time
3. To receive declarations of interest in accordance with the Local Councils (Model Code of Conduct) Order 2007.
4. To receive and adopt the minutes of the Town Hall Management Committee held on 10<sup>th</sup> June 2009.
5. To consider a request for reconsideration of hire fees, attached as Report No.1
6. To receive an update on the progress of works to the Town Hall.
7. To review the occupancy rate of the Town hall for the first quarter of 2009 and bookings in hand for the remainder of the year, (Report No.2 to follow).
8. To receive the income and expenditure report from April to July 2009, attached as Report No.3.
9. To consider the future use of the Gallery space.
10. To consider a request from Wiltshire Council to use the Town Hall for meetings without charge.
11. To consider a request from Friends of Athelstan Museum to place the fire engine in the Town Hall entrance.
12. To review opportunities for marketing the Town Hall.
13. To consider the exclusion of the press and public for the remainder of the meeting in view of the confidential nature of the item under discussion.
14. To receive an update from the Town Clerk on the cleaning of the Town Hall, attached as confidential Report No.4