

Malmesbury Town Council

Minutes of the meeting of the Town Hall Management Committee held in the Town Hall, Malmesbury on Wednesday 16th December 2009 commencing at 6pm.

Present: Councillors: P J Goldstone, J R Lawton, R F Sanderson and C M Vernon.

Apologies: Councillor Mrs C C Doody,

Public and Press: No members of the press or public in attendance

Public Question Time

No questions raised.

Declarations of Interest

There were no declarations of interest.

36. Minutes

It was RESOLVED that the minutes of the Town Hall Management Committee held on the 14th October 2009 and the Extraordinary Meeting held on 25th November 2009 be adopted.

37. Additional works to Town Hall

The Chair of committee presented a review of work still required to repair or improve the Town Hall. It was RESOLVED that the Town Clerk would endeavour to obtain estimates to be considered at a future meeting of the committee.

38. Fire Safety work

The Town Clerk advised the committee of the works required at the Town Hall following an inspection undertaken by the Fire Officer. It was RESOLVED that the Town Clerk make arrangements to ensure outstanding work and training is completed as soon as possible.

39. Service contracts

The Town Clerk provided examples of options to be considered when entering into service contracts for facilities at the Town Hall. It was RESOLVED that the Town Clerk be authorised to enter into appropriate service level agreements in order to minimise any disruption caused by failure or vandalism to facilities within the Town Hall.

Meeting closed at 7.40pm.