

# Malmesbury Town Council

Town Hall  
Malmesbury  
Wiltshire  
SN16 9BZ

1<sup>st</sup> March 2010

You are summoned to an Extraordinary Meeting of the Town Hall Management Committee to be held on Wednesday 10<sup>th</sup> March 2010 in the Malting Hall, Town Hall, Malmesbury, commencing at 6.00pm.

**J Penfold**  
Town Clerk

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 meeting held on 16<sup>th</sup> December 2009.
5. To consider the latest charges for the use of the Town Hall.
6. To receive the Income and Expenditure Report, Report No.1 (to follow).
7. To review the list of work to be undertaken at the Town Hall as outlined in Report No.2 (to follow).
8. To consider the future uses for the Old School Room, Report No.3 (to follow).
9. To agree the Job Description and salary for the post of Events and Facilities Manager, Report No.4 (to follow).
10. To receive feedback on the potential use of the facility as a cinema.
11. To consider a request to site a vending appliance at the Town Hall, Report No.5 (to follow).
12. To award a cleaning contract for the Town Hall, Report No.6, (to follow)