

**Malmesbury Town Council**

Town Hall  
Cross Hayes  
Malmesbury  
Wiltshire  
SN16 9BZ

22<sup>nd</sup> September 2022

**Local Government Act 1972**

Notice is hereby given that an extraordinary meeting of the **Town Hall & Facilities Committee** will be held at the Town Hall at 6.00 pm on Wednesday 28<sup>th</sup> September 2022.

Claire Mann  
Town Clerk

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To all members of the Town Hall & Facilities Committee

Cllr S D’Arcy (Chair)	Cllr G Grant (Vice Chair)	Cllr C Doody	Cllr W Jones
Cllr P Exton	Cllr P Smith	Cllr R Sanderson	Cllr R Hastings

**AGENDA**

1. To receive declarations of interest.
2. To receive apologies.
3. Public Question Time in respect of items included in this Agenda.
4. To approve minutes of the meeting held on 13<sup>th</sup> July
5. To receive income & Expenditure report
6. To receive report from Kitchen Working Group (Cllr D’Arcy)
7. To receive report ref. permanent siting of Jubilee Beacon (Cllr Sanderson from C&TP 14<sup>th</sup> July)
8. To receive report on Bar Operation (Cllr D’Arcy & CM)
9. To consider planting of Commemorative Tree (report LD)
10. To consider purchase of MTC branded polo shirts and jumpers for Groundsmen & Caretakers. Workwear Express has been recommended by other Councils and offer highly competitive packages. Our needs would be in the region of £420 not including vat.
11. To consider installation of wildlife proofing around the bonfire (report CM)
12. To consider an updated specification and quotation for retractable seating in the Assembly room (report Cllr D’Arcy)