

# **MALMESBURY TOWN COUNCIL**

Town Hall  
Malmesbury  
Wiltshire  
SN16 9BZ  
5<sup>th</sup> February 2019

## **LOCAL GOVERNMENT ACT 1972**

You are summoned to a meeting of the Town Hall and Facilities Committee to be held in the Malmesbury Town Hall on Wednesday 13th February 2019, commencing at 7.00pm.

J Penfold  
Town Clerk

**Cllr C Burke  
Cllr L G Grant  
Cllr C M Ritchie**

**Cllr C C Doody  
Cllr W R Jones  
Cllr H Wallace**

**Cllr P J Exton  
Cllr P Newman (Chair)**

**Declarations of interest.**

**Public Questions on items of business included on the agenda**

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

1. To receive apologies for absence.
2. To receive and adopt the Minutes of the Town Hall and Facilities Committee held on the 7<sup>th</sup> November 2018
3. To receive the Income and Expenditure information from 1<sup>st</sup> April 2018 to January 2019, attached as Report No.1
4. To consider the formation of a Working Party to develop the promotion of new sound & lighting facilities on the Assembly Room stage, to maximise usage and income.
5. To consider a report update from Play Area Working Group – attached as Report No 2
6. To consider a report requesting the use of the Cloister Gardens for an outdoor event – attached as Report No 3
7. To consider a request for the relocation of a bin at Filands Play Park - attached as Report No 4
8. To consider a request from Malmesbury against Plastic to use the town hall's cinema equipment at their next event – attached as report No 5
9. To consider a report on the annual inspection of crockery – attached as Report No 6
10. To consider the exclusion of press and public from the next item on the agenda in view of the nature of the item under discussion.
11. To consider a report regarding an unpaid invoice - attached as Report No 7
12. To consider a report from the Town Clerk re: PRS fees in relation to town hall charges – attached as report No 8