

14th May, 2014

Dear Councillor

You are invited to attend a meeting of the Town Hall Working Group to be held on Tuesday 20th May, 2014 at 2.15p.m. in the Heritage Centre, Town Hall, to discuss the following business;

Yours sincerely,

Mrs R Quinn
Town Clerk

A G E N D A

- 1) To receive apologies
- 2) To receive report of meeting held on 11th March, 2014
Separately Attached
- 3) Matters arising;
- 4) To receive details of courses available to staff members
Refer sheet nos; 1, 2, 3 & 4
- 5) To discuss purchase of new polisher for Llantonian Hall
Refer sheet nos; 5 & 6
- 6) Update on Fire Officer inspection at Old School 29th April 2014
Refer sheet nos; 6 & 7
- 7) Discuss way forward with regards repealed Section 150(5) (Cheque signing)
Refer sheet nos; 8 & 9
- 8) Update with regards Website
Verbal update Councillor Jenkins & demo
- 9) Utility Usage
Separately Attached
- 10) Date of next meeting