



Be kind



Byddwch yn garedig

Cowbridge with Llanblethian Town Council

31st August 2021

Dear Sir/Madam,

I hereby give you notice that the next meeting of the **Town Hall Committee** will take place in the **Cowbridge Town Hall Council Chamber** and by **Video conference on Tuesday 7th September 2021 at 7.00pm.**

If Members are unable to attend they must inform the Town Clerk prior to the meeting of the reason for non-attendance.

The meeting will be held in accordance with the Local Government and Elections (Wales) Act 2021.

All members of the press and public wishing to attend the Council Chamber contact the Town Clerk in advance of the meeting, to ensure necessary seating and social distancing arrangements are put in place.

All members of the press and public wishing to attend by means of video conference, contact enquiries@cowbridge-tc.gov.uk for joining instructions.

THE MEETING WILL BE RECORDED.

C Kennedy

Cathy Kennedy
Town Clerk

Members on Committee: Cllrs: M Wilson (Chair), R Watkins (Deputy Chair), S Vaughan (Mayor), J Andrew (Deputy Mayor), Gwen Baty, Gus Baty, A Pritchard, G Cox.

AGENDA

1. Apologies for Absence.
2. To receive Declarations of Interest.
3. Matters arising from the committee meeting held on Tuesday 6th July 2021 that are not already on the agenda.
4. The Financial Report

5. The Repair and Maintenance Plan
6. Room Hire Capacity
7. Risk Assessments
8. Electrical Inspection Report
9. The Clock
10. Boiler Replacement Quotes
11. Health & Safety
12. Date and time of next Meeting – Tuesday 5th October 2021