



Be kind



Byddwch yn garedig

Cowbridge with Llanblethian Town Council

26th October 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 2nd November 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.

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), Gwen Baty (Deputy Chair), S Vaughan (Mayor), J Andrew (Deputy Mayor), Rhys Watkins, Gus Baty, A Pritchard, G Cox.

AGENDA

1	<u>APOLOGIES FOR ABSENCE</u> To approve any apologies of absence from members.
2	<u>DECLARATIONS OF INTEREST</u> To note any declarations of personal and prejudicial interests from members.
3	<u>MATTERS ARISING</u> To discuss any matter arising from the committee meeting held on Tuesday 5 th October 21 that are not already on the agenda.
4	<u>MINUTES</u> To approve the minutes of the Committee Meeting held on Tuesday 5 th October 21.
5	<u>THE TOWN HALL FINANCIAL REPORT</u>

	To approve the report up to 26 th October 21.
6	<u>TOWN HALL ROOM HIRE</u> To review current hire costs.
7	<u>TOWN HALL WEDDING HIRE</u> To recommend day and weekend rates.
8	<u>THE REPAIR AND MAINTENANCE PLAN</u> To note the maintenance plan as updated 26 th October 21.
9	<u>TOWN HALL ROOF</u> To receive an update from the Town Clerk.
10	<u>THE TOWN HALL BOILERS</u> To receive an update of quotes received, plus loan/grant advice.
11	<u>TOWN HALL LANTERN</u> To discuss repair of the Lantern.
12	<u>TOWN HALL DOORS</u> To discuss refurbishment of the doors.
13	<u>LESSER HALL FLOORING</u> To receive quotes for replacing the flooring in the Lesser Hall.
14	<u>LIFT TRAINING</u> To discuss a quote for lift training.
15	<u>CHRISTMAS TREES</u> To receive an update.
16	<u>IT ACTIONS</u> To discuss actions arising from the IT working group.
17	<u>TOWN HALL LIFT</u> To receive an update on lift safety.
18	<u>HEALTH & SAFETY</u> To receive an update.
19	<u>ELECTRICAL INSTALLATION REPORT</u> To receive the electrical installation report.
20	<u>DATE OF NEXT MEETING</u> The next meeting will be held at 7:00pm on Tuesday 7 th December 2021