

TOWN HALL & PREMISES COMMITTEE

Date: 7th June 2016

Time: After Planning Meeting

Venue: Council Chambers, Town Hall, New Road, Callington

Enquiries: Town Hall - Tel: 01579 384039

Chairman Cllr Denley

Portreeve and Mayor Cllr M Smith

Councillors: Mrs K Gold, Mrs M Coakley, P Harriman, J Gist, A Long,
D Williams, Mrs S Tolman, M Tagg & R Lumley.

AGENDA

1. APOLOGIES

2. MINUTES

Approval of the minutes of the meeting of Town Hall & Premises Committee 31st May 2016.

3. MATTERS ARISING

4. DISCLOSURES OF INTEREST

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

5. FINANCE

a) Approval of payments

b) Review of debtors

TOWN HALL

6. FOR DECISION – Update on any Town Hall matters – To receive any updates and approve appropriate action.

7. FOR DECISION – Update on One Stop Shop – To receive any updates and approve appropriate action.

PREMISES

8. FOR DECISION – UPDATE ON LEASES & POTENTIAL INTEREST – To receive any updates and approve appropriate action, namely any issues with the leases.

9. **FOR DECISION – ANY UPDATES ON MAINTENANCE MATTERS** - To receive any updates on committed works to date and any current issues.

GENERAL MAINTENANCE & STAFF

10. **FOR DECISION – SCHEDULE OF WORKS / STAFF ROTAS** - To discuss any updates on current matters from staff (MM).
11. **ANY OTHER URGENT BUSINESS**

*Helen Dowdall
Town Clerk
2nd June 2016*