



## TOWN HALL & PREMISES COMMITTEE

Date: 2<sup>nd</sup> April 2024  
Venue: Council Chamber  
Time: **following Planning**  
Enquiries: Town Hall - Tel: 01579 384039  
Councillors: BROOKS, COAKLEY, GOLD, LONG, MAYER,  
POUND (CHAIR), STENTIFORD, SMITH, TOLMAN, VALDEBOUZE, WARD &  
WATSON (PORTREEVE & MAYOR)

1. **APOLOGIES**

2. **MINUTES**

Approval of the minutes of 5<sup>th</sup> March 2023

3. **MATTERS ARISING**

**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.

4. **DISPENSATIONS** – To consider any requests for dispensations.

5. **FOR DISCUSSION/DECISION** – to receive the Operation Manager's report, namely maintenance work completed and scheduled; agree any course of action, per the recommendations.

6. **FOR DISCUSSION/DECISION** – to receive the Health & Safety report and agree any course of action as per the Operation Manager's recommendation.

7. **FOR NOTING** – Toilet refurbishment update

8. **ANY URGENT BUSINESS FOR DECISION AT THE CHAIR'S DISCRETION**

9. **PART TWO SESSION**

i) To discuss matters concerning Pannier Market units, if any

Jo Taylor - Town Clerk  
25<sup>th</sup> March 2024