



Whitchurch Town Council

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ESTATES & PUBLIC REALM COMMITTEE

Members of the Committee named below are summoned to attend the above meeting which will be held on **Thursday 1st December 2016**, at the Civic Centre, Whitchurch commencing at **7:00pm**.

All Councillors are invited to attend. The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting

Date of Notice: 24th November 2016.

Zoë Dean
Acting Town Clerk

To: Councillors: A. Chesters, B. Duffy, T. Harris, T. O'Neill, J. Sinnott, C. Smith & J. Mcauley.

AGENDA

1. Apologies

To receive apologies and reasons for absence.

2. Declarations of Interest

To receive from Members disclosure of ordinary or disclosable pecuniary interests in relation to any item on the agenda for this meeting, in accordance with Standing Orders and the Councillor Code of Conduct.

3. Public Participation

Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Committee has a responsibility.

The Chairman will at this point, suspend Standing Orders allow any members of the public to address the meeting.

4. Minutes

To confirm the Minutes of the meeting held on Thursday 29th September 2016 and sign as an accurate record of that meeting (copy attached).

5. Christmas Lights Provision for 2016

To approve the spending overrun on Christmas Lights acquisition

6. Fire Risk Assessment Correspondence

To review the Fire Risk Assessment with Fire Officer's letter.

7. Theatre Rigging Lines

To note the replacement of the banned polyester rigging lines to the stage overheads with regulatory approved hemp lines.

8. Theatre Risk Assessment

To approve the services of a professional theatre safety specialist to complete a Theatre Risk Assessment.

9. Asbestos Management Plan

To review the asbestos management plan and agree a programme to address the recommendations (copy attached).

10. Stage Lighting PAT testing

To agree to have the stage lights PAT tested for electrical safety immediately from the existing maintenance budget.

11. Outstanding Resolutions

To review the list of outstanding WTC resolutions that fall within the Estates & Realms Committee's remit and to make recommendations for either moving these forward or cancelling them off.

12. Refurbishment of the Bar Area

To approve a programme for refurbishing the upstairs bar area from the 2017/18 maintenance budget by plaster-boarding over the dark brick wall, redecorating, getting torn faux-leather upholstery professionally repaired and renewal of the carpet.

13. The Main Hall Floor

To agree to have the main hall floor sanded and refinished from the existing maintenance budget.

14. Business Plan

To review the draft 5 year Business Plan for 2017 - 2022

15. Budget 2017/2018

To consider Budgetary Requirements for 2017/18

16. CONFIDENTIAL MATTERS

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.