



Whitchurch Town Council

Civic Centre
Whitchurch
SY13 1AX



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HERITAGE COMMITTEE

Members of the Committee named below are summoned to attend the Heritage Committee which will be held on **THURSDAY 15th SEPTEMBER 2016** at the Heritage Centre, Whitchurch commencing at **10:30am**

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: **8th SEPTEMBER 2016**

Zoe Dean
Acting Town Clerk

Cllrs B Duffy, T Harris, T O'Neill, G Stockton

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive Cllr's Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any agenda item in this meeting

3. MINUTES

To confirm that the minutes of the meetings held on **21st July 2016** are an accurate record of that meeting (copy attached), and to be duly signed thereof.

4. MATTERS ARISING

To deal with matters arising from those minutes not otherwise on the agenda.

5. PUBLIC PARTICIPATION

Members of the public are invited to make representations, ask questions and give evidence in respect of any 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 who wish to address the meeting.

6. OUTSTANDING/UPDATE ON ITEMS

Maintenance on the courtyard shops
Removal of the Craft Units sign
Heritage Courtyard "Retail units to let" signs
Internal alterations
Fire alarm training
Fire inspection
Electricity meter readings (on-going monthly)
Installation of the railway pillars at the rear of the Civic

7. TERMS OF REFERENCE

To update Terms of Reference

8. FIRE INSPECTION

To discuss actions needed following the recent fire inspection

9. LEASES FOR HERITAGE COURTYARD

To update on the progress of the work and leases for the Courtyard Units

10. COURTYARD SIGNAGE

To receive quotes received for new signage

11. HERITAGE ACCOUNTS

To receive the monthly accounts

12. ROOM 1

To receive an update on progress

13. BLACKBERRY FAIR USE OF UNITS

To approve use of the units on Blackberry Fair day

14. MUSEUM & ARCHIVES ACTIVITIES

To receive an overview from WMAV on their activities on behalf of Whitchurch

15. VISITOR FIGURES

To receive updated figures

16. CONFIDENTIAL BUSINESS (if any)

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