



NEIL HITCH
Town Clerk

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*The Town Hall
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14 July 2009

Dear Councillor

I hereby summon you to attend a meeting of the Public Halls Committee that will be held on Monday 20 July 2009, in the Council Chamber, Town Hall, Petersfield, commencing at 6.30 p.m.

Yours sincerely,

Neil R Hitch
Town Clerk

N.B. ANY MEMBERS WHO ARE UNABLE TO COME TO THE TOWN COUNCIL OFFICE TO READ CORRESPONDENCE MAY, UPON REQUEST TO THE TOWN CLERK, HAVE RELEVANT PAPERWORK COPIED AND SENT.

AGENDA

1. Chairman's comments.
2. To receive apologies for absence.
3. To receive and record Declarations of Interests
4. To approve the minutes of the Public Halls Committee meeting held on 22 June 2009 (previously distributed).

To suspend Standing Orders for 5 minutes (if appropriate) for councillors to discuss topics (which do not appear on the agenda) with members of the public.
5. To receive the Festival Hall Manager's report.
6. Cancellation Policy - to consider the current policy and to discuss events that are cancelled the day before the hire (currently 50% of the hire charge is payable) - PH 0121 refers.
7. Town/Festival Hall:
 - a. Car Park Gate - to receive and consider quotation for the reinstating or renewal of the car park gate
 - b. Cavity Wall insulation - to receive and consider quotations
 - c. Stage Curtains - to receive and consider quotations
 - d. Flooring - to receive and consider quotations

~ END ~

