



NEIL HITCH
Town Clerk

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The Town Hall
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9 March 2010

Dear Councillor

I hereby summon you to attend a meeting of the Public Halls Committee that will be held on Monday 15 March 2010 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 18 January 2010 (previously distributed).
5. Public Representation - Councillors to receive representation (including items on the agenda) from members of the public provided they (public) have given due notice of their intention to the Town Clerk no later than 10.30 am on the day of the meeting. The maximum time limit allowed per person is 3 minutes although this may be reduced if a large number of people express their wish to address councillors.
6. To receive the Festival Hall Manager's report.
7. To receive notes of the Halls sub-committee meeting held 15 February 2010

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8. To receive and consider terms of lease for Suite 3, Festival Hall Offices for proposed new tenant.

~ End ~

