



NEIL HITCH
Town Clerk

Tel. (01730) 264182
Fax. (01730) 231164
e-mail Deputy@petersfield-tc.gov.uk
www.petersfield-tc.gov.uk

*The Town Hall
Heath Road
Petersfield
Hampshire
GU31 4EA*

10 November 2009

Dear Councillor

I hereby summon you to attend a meeting of the Public Halls Committee that will be held on Monday 16 November 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.

A G E N D A

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 20 July 2009 (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 and note for information plans for the kitchen extension re-build.
8. To consider a request from the Green A Team for free use of the Festival Hall to enable training on the new lighting desk and to receive comments from the Festival Hall Manager.
9. To receive a report on budget items still to be actioned.
10. To give consideration to the re-furbishment of Ladies WC's at Town Hall (included in revenue draft budget for 2010-2011 (removed from 2009-2010 budget)).

~ End ~

