



NEIL HITCH
Town Clerk

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*The Town Hall
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11 May 2010

Dear Councillor

I hereby summon you to attend a meeting of the Public Halls Committee that will be held on Monday 17 May 2010 in the Council Chamber, Town Hall, Petersfield, commencing at 6.30 p.m.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Neil R Hitch', is written over a faint, circular stamp.

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. To elect a deputy Chairman.
2. Chairman's comments.
3. To receive and record apologies for absence.
4. To receive and record Declarations of Interests
5. To approve the minutes of the Public Halls Committee meeting held on 19 April 2010 (previously distributed).
6. 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.
7. To receive the Festival Hall Manager's report.
8. Festival Hall:
 - a. To review the policy for the hire of the Green Room.
 - b. To set charge for hire of the Rose Room and Festival Hall from midnight onwards.



9. To receive and consider a request for free use of the Avenue Pavilion for a Charity Event.
10. To set dates for Halls Users Meetings: Suggested dates:
 - a. Sheet Village Hall/ Avenue Pavilion Users meeting - 27 July 2010 7pm at the Avenue Pavilion.
 - b. Festival Hall - 5 August 2010 7pm in the Rose Room.

~ End ~