

FARINGDON TOWN **COUNCIL**

The Corn Exchange, FARINGDON, Oxfordshire, SN7 7JA Telephone
01367 240281 Fax 01367 240303
www.faringdowntowncouncil.gov.uk Clerk:
Sally Thurston



To: Members of the Venues Committee

You are summoned to attend a Venues Committee Meeting to be held on Wednesday 2nd September 2015 at 7.15pm in the Jubilee Room, the Pump House, Market Place, Faringdon

Press & Public are invited to attend.


AGENDA

Members of this committee are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting during Item 3. Please refer to notes on declaration of interest in your Council folder.

- 1. Apologies for Absence**
- 2. Minutes of Meeting – Wednesday 1st July 2015**
To sign the Minutes as a correct record of the meeting held on Wednesday 1st July 2015
- 3. Declarations of Interest**
- 4. Public Question Time**
Questions will be limited to one from each member of the public, or a maximum of three per meeting. Written notice of questions must be received by the Clerk at least 3 working days prior to the meeting.
- 5. Public Speaking Time**
- 6. Bar Manager's Report**
- 7. The Pump House Project Activity Report**
To receive a report from The Pump House Project Co-ordinator

8. **The Pump House Project Lease**
To receive a proposal from The Pump House Project to extend their lease of the Old Theatre, the Pump House
9. **Marketing & Publicity**
To receive a report from the Town Council Marketing Officer
10. **Venues Manager Report**
To receive a report from the Town Council Venues Manager
11. **Venues Bookings**
To receive an update on bookings
12. **Venues Committee Financial Reports**
To receive financial reports for the Corn Exchange and Pump House
13. **Use of Venues by Faringdon Rotary Club for Festive Faringdon**
To note the decision taken by the Finance and Audit Committee on 29 July 2015, to grant free use of Town Council venues to Faringdon Rotary Club for Festive Faringdon, to the value of £212.80
14. **Use of equipment**
To receive an update from the Assistant Town Clerk regarding use of the marquee
15. **Strategic Working Party Recommendations- Maintenance Plan**
To receive quotes for condition surveys on the Corn Exchange and the Pump House
16. **Chamber Office Rent Review**
To consider options regarding the review of the Chamber Office rent
17. **Valuation for Insurance**
To receive and consider quotes for valuations of venues, as required for insurance purposes
18. **District Council Audit of Village and Community Halls**
To consider whether to take part in the audit of village and community halls as requested by the District Council
19. **For Information Only**
Clerk's Action List

Dated: 26th August 2015


Liz Billson

Assistant Town Clerk