

# **FARINGDON TOWN** **COUNCIL**

The Corn Exchange, FARINGDON, Oxfordshire, SN7 7JA Telephone  
01367 240281 Fax 01367 240303  
[www.faringdowntowncouncil.gov.uk](http://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 4<sup>th</sup> November 2015 at 7.15pm in the Jubilee Room, the Pump House, Market Place, Faringdon**

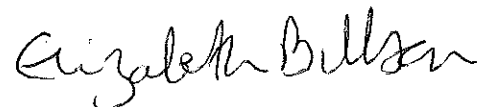
**Press & Public are invited to attend.**

## **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 last meeting: Wednesday 14<sup>th</sup> October 2015**  
*To sign the Minutes as a correct record of the meeting held on Wednesday 14<sup>th</sup> October 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**  
*To receive a report from the Bar Manager*
- 7. The Pump House Project Activity Report**  
*To receive a report from The Pump House Project Co-ordinator*

8. **Marketing & Publicity**  
*To receive a report from the Town Council Marketing Officer*
9. **Venues Manager Report**  
*To receive a report from the Town Council Venues Manager*
10. **Venues Bookings**  
*To receive an update on bookings*
11. **Office Move**  
*To consider moving Faringdon Town Council's offices to the Pump House*
12. **Corn Exchange Roof Repairs**  
*To receive and consider quotes for repairs to the flat roof above the boiler room and bar*
13. **Contracts**
  - (a) **Fire Protection**  
*To receive and consider quotes from Pyrotec for renewal of fire alarm, emergency lighting and fire extinguisher testing contracts in the Corn Exchange and Pump House*
  - (b) **Sanitary Waste Disposal**  
*To receive and consider quotes from PHS for renewal of sanitary waste disposal contracts in the Corn Exchange and Pump House*
14. **Faringdon Art Society Exhibition Hire Charge**  
*To review and agree the hire charge for Faringdon Art Society's annual exhibition in the Corn Exchange*
15. **Venues Committee Half Yearly Accounts**  
*To receive half yearly accounts for the Corn Exchange and Pump House*
16. **Precept 2015/16**  
*To consider initial draft budgets for the Corn Exchange and Pump house*
17. **For Information Only**  
*Clerk's Action List*



Dated: 28<sup>th</sup> October 2015

Liz Billson

Assistant Town Clerk