

# Marlborough Town Council

Tel: 01672 512487  
Fax No: 01672 512116  
VAT No: 195 5986 93  
Town Clerk: Mrs. S A Parker, PSLCC  
[www.marlborough-tc.uk](http://www.marlborough-tc.uk)  
E-mail: [enquiries@marlborough-tc.gov.uk](mailto:enquiries@marlborough-tc.gov.uk)



COUNCIL OFFICES  
5 HIGH STREET  
MARLBOROUGH  
WILTSHIRE  
SN8 1AA

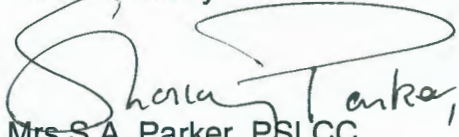
17 October 2018

To: Councillors serving on the Property Committee – Cllrs. N Barrett-Morton (Chairman), G. Loosmore (Vice Chair), N. Fogg, M. Hall, D Heath, S. Price, A. Wilson and plus the Town Mayor

Dear Councillor,

You are summoned to attend the next meeting of the **Property Committee**, which will be held on **Monday, 22 October 2018** in the **Council Chamber, Town Hall, Marlborough** following a Planning Committee meeting and will not, therefore, begin before 7.45pm.

Yours faithfully

  
Mrs S.A. Parker, PSLCC  
Town Clerk

**Public Question Time** - In accordance with Standing Order 3 (f), members of the public may ask questions of the Property Committee. The time allocated for this should not exceed 10 minutes and be limited to 1 question per person unless directed otherwise by the Chairman. A full response may not be possible without further research and the Chairman may direct that a written or oral response be given.

## A G E N D A

- 1. Apologies for Absence**
- 2. Declarations of Interest**  
To receive any declarations of interest or requests for dispensations
- 3. Chairman's Announcements**
- 4. Minutes**  
To approve and sign the minutes of the meeting held on Monday, 9 July 2018 as a correct record
- 5. Town Clerk's Report**  
To note the contents of the Town Clerk's report

- 6. Report on Town Council Properties**  
To note the contents of a report by the Office Manager about Town Council-owned properties
- 7. Town Hall**  
To note the Town Clerk's update report and to consider recommendations about works to fascia, soffits and guttering and consider a progress report and recommendations on works to the Town Hall Basement by the Town Council's Project Manager
- 8. George Lane Toilets Project – Phase 2**  
To note a report by the Town Clerk and consider including improved directional signage as part of the project and also to consider a progress report and recommendations from the Town Council's Project Manager about taking forward proposed building works
- 9. Office Accommodation**  
To note the Town Clerk's report about additional office accommodation at the Council Offices at 5, High Street and consider quotes for electrical works
- 10. Defibrillators**  
To note a report by the Town Clerk and consider a recommendation about the replacement of defibrillators
- 11. Venue Hire Charges and Booking Administration**  
To consider proposed charges for the Town Hall and Marlborough Community & Youth Centre for 2019/2020 and software requirements for bookings administration
- 12. Property Committee – Budget Setting – 2019/2020**  
To consider this committee's budget requirements for 2019/20
- 13. Exclusion of Press and Public**  
**RECOMMENDED:** That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential and commercial nature of the business to be transacted
- 14. Town Council-owned Properties**  
To note a report by the Town Clerk and consider rental charges for council-owned properties