

Marlborough Town Council

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COUNCIL OFFICES
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SN8 1AA

3 July 2019

To: Councillors serving on the Property Committee – Cllrs. Loosmore (Chairman), S. Price (Vice-Chair), P. Dow, N. Fogg, A. Kirk Wilson, P. Cairns, E. Northeast, A. Wilson plus the Town Mayor

Dear Councillor,

You are summoned to attend the next meeting of the **Property Committee**, which will be held on **Monday, 8 July 2019** in the **Court Room, 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, 8 April 2019 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. Works to Residential Properties**
To consider a request and quotations for secondary double glazing to 2 Town Council-owned flats at Kingsbury Street
- 8. Condition Report and Survey of Exteriors of Town Council-owned properties**
To note the recent exterior survey works at the Town Hall, 5 High Street and 1-3 Kingsbury Street and consider a recommendation about how to take forward the report's findings.
- 9. Town Hall**
To note the Town Clerk's update report and consider recommendations about flagpoles, the balcony, a request about a hiring and a new projector
- 10. Town Hall Marketing Working Party**
To note a report by the Assistant Town Clerk and the minutes of the most recent meetings and to consider recommendations about lighting and promotional material
- 11. George Lane Toilet Block Project – Phase 2**
To note an update report by the Town Clerk about the refurbishment work at the George Lane Toilet Block to create a Community Room and Tourist Information Point and consider how to take the new facilities forward, their ongoing maintenance and re-naming this multi-use facility