

Marlborough Town Council

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COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

20 January 2021

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

Dear Councillor,

You are summoned to attend the next meeting of the **Property Committee**, which will be held on **Monday, 25 January 2020 at 6pm** via Zoom.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Shelley Parker'.

Mrs S.A. Parker, PSLCC
Town Clerk

On 4 April 2020, the government introduced The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which allows local councils to meet remotely. These regulations apply to meetings held before 7 May 2021.

This meeting will be held online using Zoom videoconferencing software. The press and members of the public are welcome to join the meeting by following this link:

<https://us02web.zoom.us/j/88308387945?pwd=UTN3cnJoTE5iZ0U2cU01eWITSWFjUT09>

Meeting ID: 883 0838 7945

Passcode: 869409

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, 15 December 2020 as a correct record.
- 5. Report on Town Council Properties**
To note the contents of a report by the Office Manager about Town Council-owned properties
- 6. Town Hall**
To note the Town Clerk's report including an update about forthcoming external works
- 7. Review of Venue Hire Charges**
To agree venue hire charges for 2021/22
- 8. New Workshop**
To note an update report by the Town Clerk and consider the go ahead for the planning application and discussions with the Golf Club and Tennis Club