

## **TOWN HALL FOCUS GROUP**

Notice is hereby given that a meeting of the **TOWN HALL FOCUS GROUP** will be held in the Mayor's Parlour on **WEDNESDAY, 18<sup>th</sup> SEPTEMBER 2017 at 7.00 p.m.**

Members of the project group are invited to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.



Phil Burgess, Town Clerk

1. Apologies & Introductions
2. Minutes – to confirm the minutes of the meeting on 13<sup>th</sup> September as a correct record.
3. Matters Arising.
4. Next stages following the council decision to re-order and repair.
  - a) Listing of facilities required with rough specification
  - b) Constraints on the architects.  
*Advice will be sought from the architect as to the order in which work is undertaken.*
5. Any Other Business
6. Date of next meeting.