

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, 22nd NOVEMBER 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 – *Brian Fagg, Jo Vos*
2. Minutes – to confirm the minutes of the meeting on 18th October as a correct record.
3. Matters Arising.
4. Architect report from Cinema Focus Group for information
5. Report from Paul Chappell of Maylands Surveyors (in support of an earlier written report).
6. Next Steps.
7. Any Other Business
8. Date of next meeting.