

AXMINSTER TOWN COUNCIL

The Guildhall,
West Street,
Axminster.

2 March 2017

Dear Councillor,

A meeting of Old Courthouse Committee has been arranged to take place at the Guildhall on Monday, 6th March 2017 at 4.00 p.m. to consider the following:

1. APOLOGIES:
2. MINUTES: the minutes of the meeting of the Old Courthouse Committee held on 26th September 2016 to be signed.
3. PUBLIC FORUM:
4. MATTERS ARISING FROM MINUTES OF 26TH SEPTEMBER 2016:
5. GARDEN MATTERS:
 - a) Ivy
 - b) Programme of Works
6. MAINTENANCE MATTERS:
 - a) Roof and Guttering.
 - b) Other exterior works
 - c) Senior Citizens' Centre
 - d) Arts Cafe – to consider letters from Axminster Arts.
 - i. Awning
 - ii. Roof Repair
 - e) Tourist Information Centre
 - f) Devon County Council Office
 - g) Former Museum Area.
 - i. Floor covering.
 - ii. Shelving
 - iii. Fire Detection
 - iv. Dehumidifier
7. FIRE RISK ASSESSMENT

If appropriate, Deputy Chairman to propose that under the provisions of the Public Bodies (Admission to Meetings) Act 1960, (as amended by the Local Government Act 1972) the public, (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

8. TO CONSIDER ANY FURTHER PROPOSALS FOR FUTURE USE OF MUSEUM AREA AND TOURIST INFORMATION OFFICE
9. TO REVIEW LEASES GENERALLY
10. TO CONSIDER ANY QUOTATIONS FOR WORKS RELATING TO MAINTENANCE.

Yours sincerely,
Hilary Kirkcaldie

TOWN CLERK