

AXMINSTER TOWN COUNCIL

The Guildhall,

Axminster,

Devon.

20 September 2017

Dear Councillor,

An extra-ordinary meeting of the Buildings and Finance Committee has been arranged for 6.00 p.m. on Monday, 23rd October 2017 at the Guildhall.

1. APOLOGIES:

2. TO SIGN MINUTES OF PREVIOUS MEETINGS AND CONSIDER ANY MATTERS ARISING THEREFROM.

3. PUBLIC FORUM.

4. UPDATE SITUATION REGARDING:

- a) Maintenance Works at the Guildhall
- b) Maintenance Works at Old Courthouse
- c) Maintenance Works at Pippins
- d) Maintenance Works at Cemetery

5. TO CONSIDER ANY MATTERS OF URGENCY.

If appropriate at any point in the above discussions:

Deputy Mayor 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

7. TO CONSIDER QUOTES FOR PIPPINS SURVEY

8. TO CONSIDER QUOTES FOR WORKS OR EQUIPMENT REQUIRED.

Yours sincerely,

Hilary Kirkcaldie

Town Clerk