

AXMINSTER TOWN COUNCIL

The Guildhall,  
West Street,  
Axminster.

19 September 2018

Dear Councillor,

A meeting of Old Courthouse Committee has been arranged to take place at the Guildhall on Monday, 24<sup>th</sup> September 2018 at 4.00 p.m. to consider the following:

1. ELECTION OF OFFICERS
2. APOLOGIES:
3. MINUTES: the minutes of the meeting of the Old Courthouse Committee held on 21<sup>st</sup> May 2018 to be signed.
4. PUBLIC FORUM:
5. MATTERS ARISING FROM MINUTES OF 21<sup>st</sup> MAY 2018 TO BE CONSIDERED:
6. GARDEN MATTERS:
  - a) Programme of Works
7. MAINTENANCE MATTERS:
  - a) Roof and Guttering.
  - b) Other exterior works
  - c) Senior Citizens' Centre
  - d) Arts Cafe – to consider letters from Axminster Arts.
    - i. Water ingress in former D.C.C. office.
  - e) Tourist Information Centre – including any adaptations for an incoming tenant.
  - f) Former Museum Area.
    - i. Floor covering and other adaptations for an incoming tenant.

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 FURTHER FUTURE USE OF MUSEUM AREA AND TOURIST INFORMATION OFFICE
9. TO DISCUSS TENANCY MATTERS

Yours sincerely,

*Hilary Kirkcaldie*

TOWN CLERK