



# Featherstone Town Council

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*Regenerating Supporting & Caring for our Community*

13<sup>th</sup> October 2016

Dear Councillor

## **COMMUNITY CENTRE MANAGEMENT COMMITTEE**

You are summoned to a MEETING of the **COMMUNITY CENTRE MANAGEMENT COMMITTEE** of FEATHERSTONE TOWN COUNCIL to be held in the COUNCIL CHAMBER, OLD TOWN HALL, FEATHERSTONE on **WEDNESDAY 19<sup>TH</sup> OCTOBER AT 6PM** .

*Sue Coles*  
TOWN CLERK

### **AGENDA**

**1. ELECTION OF CHAIRMAN**

**2. ELECTION OF VICE CHAIRMAN**

**3. WELCOME AND APOLOGIES**

**4. MEMBERS DECLARATIONS OF INTEREST**

**5. PUBLIC PARTICIPATION**

The meeting is to be opened for the public to address Members on matters relevant to the business of the committee. However residents cannot take part in the main proceedings of the meeting, this is strictly limited to Councillors.

**6. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

To consider, if thought fit, a resolution under the terms of the public bodies admission to meetings act that the press and public be excluded from any items at any part of the meeting by reason of the confidential nature of the business being transacted.

**7. TERMS OF REFERENCE FOR THE COMMITTEE**

Please see attached Terms of Reference to be considered by Council.

**8. HANDOVER OF THE COMMUNITY CENTRE**

Please see notes attached regarding the management handover of the Community Centre from the Librarian and Councillor M Isherwood and Town Clerk.



**9. RELOCATION OF TOWN COUNCIL OFFICE**

**10. CONTRACTUAL ARRANGEMENTS FOR UTILITIES**

i.e. telephones, broadband, electricity, gas and any other.

**11. MANAGEMENT OF COMMUNITY CENTRE**

To agree terms and conditions of hire and any other day to day matters.

**12. FINANCE REPORTS**

To agree budget and costs and revenue.

**13. HEALTH & SAFETY**

To review statutory legislation and advice from WMDC.

**14. ANY OTHER MATTERS**

To raise items not considered above which are to be recommended to Council or discussed at the next meeting.

**PRIVATE & CONFIDENTIAL**

**15. STAFFING ARRANGEMENTS**

To consider the staffing arrangements for the Centre.

Next Meeting Date and Closure