

WOBURN SANDS TOWN COUNCIL

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Members of Woburn Sands Town Council Communications Committee are hereby summoned to attend the **Meeting of the Halls Committee** on **Tuesday 1st October 2024 at 2pm in the Committee Room, Memorial Hall.**

Members of the public are welcome to attend.

AGENDA

21/24	Present:	
22/24	Apologies:	
23/24	To elect a Chairperson for the Committee:	
24/24	Minutes: To consider the approval of the draft minutes of the last meeting of the Council held on Tuesday 5 th June 2024. To be circulated.	
25/24	Budget: to agree a halls budget for next year and forwarded to the Finance Committee. <ul style="list-style-type: none">• Figures for ongoing expenses (e.g. utility bills, cleaning etc) will be prepared• and quotes for works• a 'wish list' of work or assets to be considered	
26/24	Sports Hall windows: quotes for blackout	
27/24	Surveys of halls: quotes for surveys and maintenance schedules to be considered for the budget	
28/24	Hall hirers public liability insurance:	
29/24	Memorial Hall Door: the security of the new system	
30/24	Updates: <ul style="list-style-type: none">a) The Numatic floor cleaner at the Sports Hall is faulty. A service/repair has been booked and also training for Dan and the new cleanersb) Sports Hall meeting with Paul Van Geetec) Library auto door MKCC contribution to repairs	
31/24	Date of next meeting:	

Signed:



Date: 25/09/2024