



15 Paradise Road, Downham Market, Norfolk PE38 9HS

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Town Clerk: Graham Spark

You are summoned to attend a meeting of the **Town Hall Committee** to be held on **Wednesday 08 June 2022 at 10am** to discuss the business on the Agenda below.

The meeting will be held at the Town Hall, 6 Market Place, Downham Market PE38 9DW.

Yours faithfully

Graham Spark

Graham Spark MBE

Town Clerk

31 May 2022

Agenda

Mobile phones should be either switched off or on silent mode.

1	To elect a Committee Chair
2	To elect a Committee Vice Chair
3	To receive Members' Apologies for Absence
4	To receive Members' Declarations of Interest
5	To approve the Town Hall Strategy Group Notes of the meeting held on 10 November 2021
6	Public Participation – 15 minutes allowed
7	To discuss and agree actions to be taken in respect of Community Cinema
8	To discuss Community / Charity Coffee Mornings and agree actions
9	To discuss registration weddings in the Assembly Room and agree actions
10	To discuss use of the Town Hall by Citizens Advice Bureau and agree actions
11	To discuss use of the Town Hall by Pandora Project and agree actions
12	To discuss summer activities and agree recommendations to Community Development and Events Committee
13	To discuss upgrading the WIFI in the Town Hall
14	To discuss Town Hall charging policy and agree actions
15	To discuss redecoration of the Clock Room and agree actions
16	To discuss redecoration of the Reception Area and agree actions
17	To discuss redecoration of the Kitchen and agree actions
18	To agree the date of next meeting

End