



## BENTHAM TOWN COUNCIL

Town Clerk  
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Wednesday 15<sup>th</sup> January 2025

**All Town Council Meetings are open to the Public and Press**

### **Buildings Committee Meeting**

**Monday 20<sup>th</sup> January 2025 at 7:30pm in the Lower Hall, Bentham Town Hall**

The business to be transacted at this meeting is set out in the agenda below.

*C Burrow*

**Claire Burrow**  
Town Clerk

### **AGENDA**

- B31 Apologies** from members unable to attend: -
- B31.1 To Note Apologies for absence given in advance of the meeting.
  - B31.2 To consider acceptance of reasons for absence – if consideration of reason requested.
- B32 Declaration of Interest:** -
- B32.1 To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
  - B32.2 To Approve Dispensation Requests – if dispensation request received.
- B33 To receive Comment & Concerns:**  
Public participation – to hear matters raised by members of the public or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consultation. (NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification; The period of time designated for public participation at a meeting shall not exceed 20 minutes unless directed by the chairman of the meeting. A member of the public shall not speak for more than 3 minutes).
- B34 To approve the minutes of the Building Committee meeting Monday 23<sup>rd</sup> September 2024.
- B35 To review the updated list from the annual walk around and consider any further actions.
- B35.1 To consider the replacement of the window board on the landing.
- B36 To consider the Fire Risk Assessment and consider further actions.

- B37 To consider the installation of LED lights in the lift and lift shaft.
- B38 To consider the automatic door service quote from the installation company.
- B39 To consider the Wenningdale Room window replacements with quotes.
- B40 To consider the Ballroom flooring with quotes.
- B41 To consider replacing the outside socket for the Christmas lights on the front of the Town Hall due to water damage.
- B42 To consider the installation of Smart Meters.
- B43 To consider a course of action with the 5-year fixed price of gas and electricity ending in November 2025
- B44 To note the completed PAT testing, the boiler fans being fixed, gas safety checks expire 20<sup>th</sup> February, contacted company, emergency lighting replaced.
- B45 Items for next meeting **and minor items for information** only.
  
- B46 Date of **next meeting**:

*C Burrow*

**Claire Burrow**  
**Town Clerk**  
Wednesday 15<sup>th</sup> January 2025