

QUESTION TIME

To receive questions from members of the public for a period not exceeding ten minutes.

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive Declarations of Interest in accordance with sections 10 and 12 of Wiltshire Council's Members Code of Conduct, as adopted by Royal Wootton Bassett Town Council at a meeting held on Thursday 12th July 2012.

3. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements that the Chairman wishes to make.

4. CONFIRMATION OF MINUTES

To confirm and sign minutes of a meeting of the Wootton Bassett Town Hall and Trust Charity held on Thursday 14th July 2016 (THTC/1/2016-2017). Copy previously circulated.

5. TOWN HALL MAINTENANCE

To receive quotations for the following items of Town Hall maintenance works, attached *Appendix A*.

- Provision of internal shelving units to support and house Museum artefacts,

- Repair work to the Town Hall staircase in line with recommendations provided by Wiltshire Council's Conservation Officer, including the installation of a new LED lighting strip.

Quotation A totals £7,290 excluding VAT, and includes a provisional sum of £300 for the timber repairs required on the stairs. This is an estimate only and could increase once the extent of the timber rot can be established.

Quotation B totals £18,433.02 excluding VAT, and includes £164 for the provision of two emergency lights for the staircase which are not included in Quotation A.

It is recommended that the Town Trust approve Quotation A at a cost of £7,290.

6. ROYAL WOOTTON BASSETT MUSEUM & HERITAGE GROUP

To receive a report from the Chairman of the Royal Wootton Bassett Museum & Heritage Group about the work of that organisation since the last meeting.