WETHERBY TOWN COUNCIL
TOWN HALL MANAGEMENT COMMITTEE
MEETING AGENDA

Date: **Tuesday 29th September 2026**
Time: **7:00 pm**
Location: **Court Room, Wetherby Town Hall, Market Place, Wetherby, LS22 6NE**

Dear Sir/madam,

You are invited to attend a Town Hall Management Committee Meeting for the purposes of determining the agenda items listed below.

This Committee has overall responsibility for the management of Wetherby Town Hall in accordance with relevant legislative requirements, regulations, and guidelines.

Yours sincerely

Assistant Clerk to the Town Council
23rd September 2026

AGENDA

1. Apologies.
To receive apologies and approve reasons for absence.
Local Government Act 1972, s 85 (3)

2. Declarations of Interest.
To receive any declarations of interests and consider requests for dispensations.
Localism Act 2011, s 31
Members' Code of Conduct, para. 13-18, 19-20

3. Public participation.
To receive any questions or comments from members of the public, relating to the work of this committee.
Public bodies (Admission to Meetings) Act 1960, s1 (3)

4. Minutes.
Local Government Act 1972, Sch 12, para. 41 (1)
To receive the minutes of the Town Hall Management Committee meeting held on *Tuesday 28th July 2026, as* approved by Full Council on the *8th September 2026.*
(Paper circulated).

5. Facilities management and maintenance.

5.1 Emergency Lighting Survey.
To receive and consider a quotation for the required remedial works arising from the emergency Lighting Survey.
(Paper circulated).

5.2 Wall mural – Town Hall Foyer
To receive an update on installation of a mural displaying a timeline of Wetherby's history.

6. Facilities Officer – additional updates.

7. Date of next Town Hall Management Committee meeting.

The next Town Hall Management Committee meeting to be held on the 17th November 2026.

Councillors must declare any interests on specific agenda items and these interests will be noted in the minutes. They must disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. They must also declare any other significant interests which they wish to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.

Members are reminded that Wetherby Town Council has declared a climate and biodiversity emergency and as such must be mindful of its duties under the Environment Act 2021.

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol and code of practice for the use of recordings by third parties is available from the Town Clerk.

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