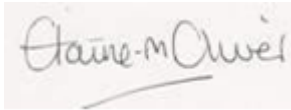


DOWNHAM MARKET TOWN COUNCIL

Dear Members

You are invited to attend a meeting of the **Town Hall Strategy Group** to be held on **Wednesday 23 October 2019** at **10am** in the **Town Hall Assembly Room** to discuss the business on the Agenda below.

Yours faithfully



Elaine Oliver
Town Clerk
11 October 2019

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

Emergency Evacuation Procedures

Statement of purpose
Discuss and formulate a strategic plan for present and future usage and maintenance of the building

1	To review and receive an update on the action list from 25 September 2019
2	To review and receive an update on the action list from 09 October 2019
3	To discuss lighting rig replacement in the Grand Hall
4	To discuss water heater installation in the Kitchen
5	To agree the date of the next meeting – Currently proposed as 27 th November 2019 at 10am