



WALTHAM ABBEY TOWN COUNCIL



TOWN HALL, HIGHBRIDGE STREET, WALTHAM ABBEY, ESSEX EN9 1DE
J LAW
Town Clerk & Responsible Financial Officer

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Dear Member,

A meeting of the **Licensed Bars & Catering Subcommittee** will take place on **Monday 23rd November 2020** at **7.30 p.m.** via Zoom.

Yours sincerely,

..... TOWN CLERK

Due to the current situation regarding Government Instruction on Covid-19, this meeting will take place via Zoom.

AGENDA

1. **Recording of Meetings:** To note that this meeting may be recorded or filmed and will be capable of repeated viewing or another use by such third parties. It is possible that any such recording may capture images, and this may result in the possibility that images may become part of the broadcast. This may infringe human and data protection rights. To avoid this please move to the rear of the room. Anyone present intending to record the meeting, or any part thereof, must declare their intention to the Chairman and Officers before the meeting commences.
2. **Apologies for Absence:** To receive apologies for absence.
3. **Disclosure of Interest:** Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s.30 (3) of the Localism Act, Members must declare any Disclosable Pecuniary Interests which they may have in any of the items under consideration at this meeting.

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4. **Method of Promotion:** To consider means of promoting the two function suites for receptions, parties and seminars.
5. **Any Other Business:** Items which the Chairman may allow for discussion only.
6. **Exclusion of Press and Public:** To consider that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.
7. **Town Mead:** To receive the Bars Manager's report and business plan. (Enc. 1)
8. **Cash Flow:** To receive the Deputy Town Clerk's report. (Enc. 2)
9. **Town Hall Kitchen Equipment:** To receive the Deputy Town Clerk's report. (Enc. 3)
10. **Bar Furniture:** To receive the Town Clerk's report. (Enc. 4)

TO:

Cllr Mrs H Kane (Chairman)

Cllr Mrs J Lea

Cllr Mrs A Mitchell

Cllr A Watts

Miss J Law - Town Clerk

Mrs L Cody - Deputy Town Clerk

Mr A Giauna – Bar's Manager

All Other Members for information.

17th November 2020