



# The Market Hall Trust

Members of the Town Council, as Trustee of The Market Hall Trust, are summoned to attend a meeting on Monday 5<sup>th</sup> January 2026 at 2:00 pm at the Town House, Station Approach

## Agenda

### 1. Attendance and Apologies for Absence

### 2. Declaration of Interests

Councillors to declare any pecuniary interests or non-pecuniary interests and consider requests for dispensations.

### 3. Open Forum

Members of the public may give their views on items on this agenda or raise items for future consideration.

### 4. Minutes

To approve the minutes of the meeting held on 3<sup>rd</sup> November 2025 as a true and accurate record.

### 5. Flood Damage

To receive an update from the Town Clerk regarding the remedial works following the flood damage.

### 6. Redevelopment

- a) To receive an update from the Chair regarding the feasibility study from Ingham Pinnock Associates.  
*(Annual Delivery Plan 3.2)*
- b) To receive a report from the Deputy Town Clerk on the refurbishment of windows and replacement of the rear door, including consideration of quotations and the outcome of an ESC Heritage Grant application.  
*(Annual Delivery Plan 3.3)*

### 7. Fire Risk Assessment

To receive the Fire Risk Assessment from Morgan Fire Protection Ltd and to note any actions arising.

### 8. Finance

- a) To approve the payments and note the receipts for November and December 2025.
- b) To note the bank balance as at 31<sup>st</sup> December 2025.
- c) To verify the bank reconciliations from 30<sup>th</sup> November and 31<sup>st</sup> December 2025.
- d) To receive the budget versus actual income and expenditure report as at 31<sup>st</sup> December 2025.

### 9. Next Meeting

To note the date and time of the next meeting which is scheduled for Monday 2<sup>nd</sup> March 2026 at 2:00pm.

**Sharon Smith**  
**Town Clerk**  
**29<sup>th</sup> December 2025**