

BURSTOW PARISH COUNCIL

Properties & Projects Committee

Notice is hereby given that a meeting of the Properties & Projects Committee for Burstow Parish Council will be held at Centenary Hall, Wheelers Lane, Smallfield, Surrey, RH6 9PT at 7.15pm on Tuesday 22nd January 2019

Jeannie Ryan
Clerk to Council

16/01/2019

This meeting will take place in the Outwood Room of the Centenary Hall. If any Councillor is unable to attend the meeting, please notify the Clerk accordingly.

Immediately prior to the commencement of the meeting a period not exceeding 15 minutes will be allowed to enable members of the public to ask questions or indicate matters of concern that might be discussed by the Committee.

AGENDA

- 1 Election of Committee Chairman
- 2 Apologies for absence
- 3 DECLARATIONS OF INTEREST – All members are required to declare, at this point in the meeting or as soon as possible thereafter:
 - (i) any Disclosable Pecuniary Interests (DPIs) in respect of any item(s) of business being considered at the meeting and/or
 - (ii) other interests arising under the Code of Conduct in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business.
- 4 DISPENSATIONS
- 5 To sign the committee minutes of Tuesday 22nd May 2018
- 6 Matters arising from the minutes – for information only
- 7 To instruct the Clerk to find out the number of people who can be accommodated per room post renovation and request a review of fire safety equipment for the building.
- 8 To discuss and consider purchase of new equipment for hall to include items such as
 - i) Chair trolley plus 84 folding chairs
 - ii) Cooking equipment and utensils
 - iii) small tables for new function room
 - iv) Electrically operated projector screen
 - v) Any other items
- 9 To discuss and report on Councillor's areas of responsibility
 - i) Allotments
 - ii) Car Parks & Nature Garden
 - iii) Centenary Hall
 - iv) Dowlands Field
 - v) Any other areas
- 10 Items of an urgent nature brought to Committees attention.

Committee Members: Trevor Brock, Phil Hamlet, Andrew Gilbert, Debbie Hale, Ashleigh Bolton, John Carney, Chairman, Vice Chairman