



NORTH WEALD BASSETT

PARISH COUNCIL

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Clerk to the Council

Susan De Luca

30th September 2016





TO: MEMBERS OF THE PARISH HALL AT THORNWOOD COMMON MANAGEMENT COMMITTEE

You are hereby invited to attend a **MEETING** of the **PARISH HALL AT THORNWOOD COMMON MANAGEMENT COMMITTEE** which will be held on **Thursday 6th October 2016**, in the **Parish Hall**, at **6.45pm** to transact the business shown in the Agenda below.

Susan De Luca
Clerk to the Council

PLEASE NOTE THE TIME OF THE MEETING

AGENDA

1. **APOLOGIES FOR ABSENCE** 
To **RECEIVE** any apologies for absence.
2. **OTHER ABSENCES**
To **NOTE** any absences for which no apology has been received.
3.  **CONFIRMATION OF MINUTES** 
To **APPROVE**, as a correct record, the Minutes of this Committee meeting held on 7th July 2016.
4. **DECLARATIONS OF INTEREST** 
To **RECEIVE** any Declarations of Interest by Members.
A Member with a personal interest in a matter must consider whether it is a Disclosable Pecuniary, Non Pecuniary or Other Pecuniary Interest and declare it accordingly. A Member who is unsure as to how to declare their interest should seek independent advice.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC**
To **RECEIVE** any questions made by members of the public.

In accordance with an agreed procedure, the time allocated for public questions shall be limited to 15 minutes, or such other period determined by the Chairman of the meeting.

6. CAR PARK CONCERNS

Over recent months, the unauthorised parking of cars in the car park has got to such levels that it has now impacted on the ability of hall hirers to actually park in the car park when they have hired the hall. Initially, a program of placing a polite notice on such cars was used, however as this did not have the desired effect a more formal process was established, which included a stronger notice stating that action would be taken after three notices had been issued. In addition, two new signs have been erected on each side of the hall to deter unauthorised parking. Committee members will received an update on this issue, and will be asked to **CONSIDER** how this issue should be dealt with going forward.

7. HEALTH & SAFETY

To **NOTE** any update on any relevant Health and Safety Matters.

8. PARISH HALL ALARM

To **NOTE** any issues or concerns in terms of regular hall hirers turning off/on the Security Alarm for the Parish Hall.

9. CLERKS UPDATE AND COMMUNICATIONS REPORT

- Receipt of £100 from Essex Flower Club as a contribution towards the Defibrillator Fund.

10. CHAIRMAN'S REPORT

To **RECEIVE** a brief report from the Chairman on other matters appertaining to the Committee.

11. OTHER REPORTS

- a) To **RECEIVE** a report of any issues or concerns from the regular hall hirers:-

- Mums and Tots
- Flower Club
- Harlow Bowmen
- Thornwood Seniors

- b) Bookings Secretary Report

To **RECEIVE** a report relating to the hire of the hall.

- c) Caretakers Report

To **RECEIVE** a report relating to the housekeeping of the hall

12. OTHER URGENT BUSINESS

To **RECEIVE** a report from Mrs Davis on success of the event of 17th September.