



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 3rd November 2016**, in the **Parish Hall**, at **7.15 pm** to transact the business shown in the Agenda below.

Susan De Luca
Clerk to the Council

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 - CONTRACT FOR PARKING FOR A FURTHER YEAR

Committee members will received an update on this issue, and will be asked to **CONSIDER** whether or not they wish to agree the renewal of current arrangements for a further 12 month period and to look at how this issue should be dealt with going forward.

7. HEALTH & SAFETY

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

- Roofing – Cllrs Spearman & Hawkins to give an update
- Screws for Chairs – Still being looked into

8. CLERKS UPDATE AND COMMUNICATIONS REPORT

9. CHAIRMAN'S REPORT

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

10. 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

11. OTHER URGENT BUSINESS

- Forthcoming Events – Carol Service – Christmas Tree Lighting
- Date of Next Meeting – To change the date of the next Meeting to Thursday 8th December
- To Con firm the next meeting following this will be Thursday 2nd February 2017
- To Confirm the Date of any shutdown in January 2017