



# **NORTH WEALD BASSETT**

## **PARISH COUNCIL**

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*Clerk to the Council*  
Susan De Luca

26<sup>th</sup> September 2018

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

You are hereby summoned to attend a meeting of the **PARISH HALL AT THORNWOOD COMMON MANAGEMENT COMMITTEE** which will be held on **Thursday, 4<sup>th</sup> October 2018**, in the **Parish Hall**, at **7.15 pm** to transact the business shown in the Agenda below.

### **Clerk**

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## **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 6<sup>th</sup> September 2018, as attached to the agenda.

### **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.*

***If it is a Pecuniary Interest, the Member with the Interest MUST leave the Room for the duration of the Discussion.***

### **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. HEALTH AND SAFETY UPDATE**

**Visual check of Fire Exit route in extension** – Members to undertake a visual check of the exit route.

**7. ADVERTISING BOARD**

Members may recall from the previous Meeting a suggestion was put forward regarding the possibility of an advertising board (for the use of hall hirers) being sited on the boundary of the playing field. This item is to be included on the Parish Council Meeting Agenda (1<sup>st</sup> October 2018), therefore a verbal update will be given at the meeting.

**8. BUDGET/PRECEPT ITEMS**

Committee Members are asked to **CONSIDER** any items they would like to put forward for the Parish Council's Budget/Precept Meeting.

**9. NEW YEAR SHUTDOWN PERIOD** 

To confirm the date of the New Year shutdown period.

**10. CLERKS UPDATE AND COMMUNICATIONS REPORT**

**11. CHAIRMAN'S REPORT BUDGET/PRECEPT ITEMS**

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

**12. 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.

d) Financial Report

To **RECEIVE** a report relating to any financial matters attributable to this Committee.

**13. OTHER URGENT BUSINESS**

To **NOTE** any matter of an urgent nature which a Member or the Clerk may wish to draw to the attention of the committee and or request to be included in the Agenda for the next meeting of the Parish Council or this Committee.