



# **NORTH WEALD BASSETT**

## **PARISH COUNCIL**

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*Clerk to the Council*  
Susan De Luca

28 November 2019

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

You are hereby summoned to attend the **MEETING** of the **PARISH HALL AT THORNWOOD COMMON MANAGEMENT COMMITTEE** which will be held on **Thursday, 5<sup>th</sup> December 2019**, in the **Parish Hall**, at **7.15pm** 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 3<sup>rd</sup> October 2019, attached to the

#### **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** 

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

**7. HALL REPAIRS/IMPROVEMENTS**

- a) Hall Name Panel – new signage has been installed above the entrance door to the hall.
- b) New Round Tables – Funds raised by Thornwood Seniors at their recent Race Night have been used to purchase 5 new round tables for the hall.

**8. ITEMS FOR BUDGET/PRECEPT MEETING**

As discussed at the previous Committee Meeting, the following items have been put forward for consideration at the Parish Council's Budget/Precept Meeting to be held on Monday, 16 December 2019:-

- Hall floor to be re-varnished
- Funds to be put aside towards replacing internal light fittings

**9. NEW YEAR SHUTDOWN PERIOD**

Members are **REMINDED** that the Parish Hall will be closed from Sunday, 29 December until Monday, 6 January 2020.

**10. CLERKS UPDATE AND COMMUNICATIONS REPORT**

- The Clerk to the Council has received verbal notification from UK Power Networks advising that the electricity pole located in the hedgerow adjacent to the hall is due to be replaced in February 2020. The Clerk has been advised that the hall will need to be closed whilst the works take place. Further details are expected to be received early in the new year.

**11. CHAIRMAN'S REPORT**

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.

**The date of the next Committee Meeting will be Thursday, 6<sup>th</sup> February 2020.**