

Dear Councillor,

28th January 2016

You are hereby summoned to attend a meeting of the Property Committee on **Thursday 4th February 2016 at 7.30pm at Roffey Millennium Hall** for the transaction of the business shown on the agenda below.

Committee Members – Councillors Britten, Mrs K. Burgess, Knight, Loates, Searle, Torn and R. Wilton

Yours sincerely,

Sue Kemp – Parish Clerk

AGENDA

- 1. Public Forum**
Members of the public are invited to put questions or draw relevant matters to the Committee's attention, prior to the commencement of business. This is for a period of up to 15 minutes and shall be limited to 3 minutes per person
- 2. To accept apologies for absence**
- 3. To approve and sign the Minutes of the meeting of 15th October 2015 (Note – meeting of 3rd December 2015 not held as inquorate)**
- 4. Chairman's Announcements**
- 5. To receive any Declarations of Interest from Members of the Committee**
- 6. To consider Financial matters relevant to the Committee -**
 - (a) To note Committee Budget Monitoring – to 31.12.2015
 - (b) To note the Council's overall VAT position
 - (c) To consider the bringing forward of 2016/2017 projects to the current financial year
- 7. To consider flooding issues at Earles Meadow**
- 8. To consider a footpath issue between Earles Meadow and Amberley Close Open Space**
- 9. To consider the reduction of a hedgerow bordering Amberley Close Allotments**

10. **To discuss use of the car park at North Heath Hall by the Castleoak Group**
11. **To consider the provision of additional fencing at the Multi Courts, Holbrook Tythe Barn**
12. **To discuss and note on-going works –**
 - (a) **Roffey Millennium Hall**
 - (i) Re-design of the Parish Office
 - (b) **Multi Courts**
 - (i) Minor groundworks at Courts entrance
 - (c) **Other locations**
 - (i) Tree works – end of Brushwood Road
 - (ii) ‘Lower and upper meadows’ – Earles Meadow
13. **To note completed works –**
 - (a) **Holbrook Tythe Barn**
 - (i) New vinyl flooring – main Barn area
 - (ii) Partial re-tarmacing of footpath across car park
 - (b) **North Heath Hall**
 - (i) New vinyl flooring – various areas
 - (ii) Guttering work – joints, brackets etc.
 - (c) **Roffey Millennium Hall**
 - (i) Replacement of Emergency Lights - remainder
 - (d) **Other locations**
 - (i) Tree Works in Heath Way
 - (ii) Pedestrian access point – Earles Meadow
 - (iii) Rope fencing of Oak Tree – Earles Meadow
14. **Date of next meeting –
Thursday 7th April 2016 (scheduled)**