

Dear Councillor,

4<sup>th</sup> June 2015

You are hereby summoned to attend a meeting of the Property Committee on **Thursday 11<sup>th</sup> June 2015 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. To appoint a Committee Chairman for the forthcoming year**
- 2. To appoint a Committee Vice Chairman for the forthcoming year**
- 3. 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
- 4. To accept apologies for absence**
- 5. To approve and sign the Minutes of the meeting of 9<sup>th</sup> April 2015**
- 6. Chairman's Announcements**
- 7. To receive any Declarations of Interest from Members of the Committee**
- 8. To discuss and note matters relating to Earles Meadow –**
  - (a) Commemorative seat
  - (b) Flooding at Earles Meadow
  - (c) Pedestrian access point to Earles Meadow
  - (d) Works to Oak Tree
- 9. To note Committee Budget Monitoring – at 31.3.2015**
- 10. To discuss the potential acquisition of land at Highdown Way**
- 11. To discuss replacement notice boards for various locations in the Parish**

- 12. To discuss the provision of acoustic panels for North Heath Hall**
- 13. To discuss minor groundworks at the entrance to the Multi Courts**
- 14. To discuss use of the rear garden at North Heath Hall on two specific occasions by Manor Theatre Group**
- 15. To discuss the provision of new flooring at North Heath Hall**
- 16. To discuss required tree works –**
  - (a) Earles Meadow (at end of Brushwood Road)
  - (b) Holbrook Tythe Barn (Park Farm Road boundary)
  - (c) Earles Meadow – opposite No. 11
- 17. To discuss and note on-going works –**
  - (a) Roffey Millennium Hall**
    - (i) Re-design of the Parish Office
  - (b) North Heath Hall**
    - (i) Gutters and fascia boards
  - (c) Holbrook Tythe Barn**
    - (i) Partial re-tarmacing of footpath across car park
    - (ii) Taps in WC's (concussive taps and pop up waste)
    - (iii) Damage to knee high fencing
    - (iv) Re-instatement of external awning
- 18. To note completed works –**
  - (i) Bus Shelter at Manor Fields
  - (ii) Acoustic Panels in the Wallace Room at Holbrook Tythe Barn
  - (iii) Roof window openings at North Heath Hall
  - (iv) Workshop at Holbrook Tythe Barn
  
  - (v) Hatching in car park at Holbrook Tythe Barn
- 19. Date of next meeting –  
Thursday 30<sup>th</sup> July 2015 (scheduled)**
- 20. Exclusion of the Press and Public**

To consider whether to exclude the Press and Public from the meeting during the consideration of the following items in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that they involve the likely disclosure of exempt information
- 21. To note matters concerning Childcare providers in the Parish**