

Dear Councillor,

4th June 2014

You are hereby summoned to attend at a meeting of North Horsham Parish Council – **Property Committee** to be held on **Thursday 12th June 2014 at 7.30pm at Roffey Millennium Hall** for the transaction of the business shown on the agenda below.

Committee Members – Councillors Mrs K. Burgess, Knight, Searle, Senior, Torn, Mrs Walters 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 8th April 2014**
- 6. Chairman's Announcements**
- 7. To receive any Declarations of Interest from Committee Members**
- 8. To discuss matters relating to Open Spaces and Play Areas –**
 - (a) Seating at Earles Meadow
 - (b) Reduction/removal of conifer on Amberley Close Open Space
 - (c) Work to hornbeam tree in Cherry Tree Walk
 - (d) Fencing at Earles Meadow
 - (e) Annual RoSPA inspection of Play Areas

- 9. To discuss and note matters relating to the Community Venues –**
 - (a) North Heath Hall**
 - (i) Fire Alarm Panel
 - (ii) Tiling work in WCs
 - (iii) Additional Partition Wall maintenance visit
 - (iv) Patio paving works
 - (v) Current situation regarding roofing works
 - (b) Roffey Millennium Hall**
 - (i) Over door heating unit – North Hall
 - (ii) Removal of kitchen access hatches
 - (iii) Vinyl flooring – WCs and kitchens
 - (iv) Pressurisation of hot water system - upstairs
 - (c) Holbrook Tythe Barn**
 - (i) Fitting out of new wing
 - (ii) Current situation on ongoing works
 - (iii) Current situation regarding ongoing works at Multi Courts
- 10. To consider internal decorating at all Community Venues**
- 11. To consider ceiling modifications at North Heath Hall**
- 12. To discuss Financial Matters -**
 - (a) To note final Committee Budget Monitoring as at 31.3.2014
 - (b) To note the Council's Asset Register at May 2014
 - (c) To note the disposal of Council Assets
- 13. Date of next Meeting – Thursday 31st July 2014 (scheduled)**