

Dear Councillor,

8th October 2015

You are hereby summoned to attend a meeting of the Property Committee on **Thursday 15th October 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. 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 30th July 2015**
- 4. Chairman's Announcements**
 - (a) Planting at Roffey Corner
- 5. To receive any Declarations of Interest from Members of the Committee**
- 6. To discuss and note matters relating to Earles Meadow –**
 - (a) Flooding at Earles Meadow
 - (b) Pedestrian access point to Earles Meadow
 - (c) Works to Oak Tree
 - (d) Earles Meadow (at end of Brushwood Road)
 - (e) Issues regarding the 'lower and upper meadows'
- 7. To note Committee Budget Monitoring – at 30.9.2015 and first draft of the Committee Budget – 2016/2017**
- 8. To discuss the provision of new guttering and the painting of fascia boards at North Heath Hall**

9. **To discuss the renewal of the current Courts maintenance Contract**

10. **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) Replacement notice boards
 - (ii) Tree works in Heath Way

11. **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
 - (c) **Roffey Millennium Hall**
 - (i) Replacement of Emergency Lights

12. **Date of next meeting –**
Thursday 3rd December 2015 (scheduled)