



LOCKING PARISH COUNCIL



The Parish Hall, Grenville Avenue, Locking, BS24 8AR

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Members of the Public and Press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1 extended by Local Government Act 1972 section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose and **providing that prior notice has been given to the Parish Clerk by 12noon on the Tuesday preceding the meeting.**

To: All members of Locking Parish Council's Hall & Park Committee: - J Keate (Chairman), L Mason (Vice Chairman) P Lacey, W Ashdown, Mrs M Cooper, W Bearsby & Ex-officio Mr M Cooper & P Jones.

Dear Councillor

You are summoned to a **Meeting of Locking Parish Council's Hall & Park Committee**, to be held in **Locking Parish Hall, Grenville Avenue, Locking** on **Thursday 19th July 2018** commencing at **7:30pm** when the following business will be transacted:

Colm O'Doherty
Parish Council Clerk
Friday 13th July 2018

AGENDA

MATTERS FOR DECISION

- 1) To receive Apologies for absence and to approve reasons where appropriate.
- 2) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.

PUBLIC PARTICIPATION

- 3) To receive and hear any person who wishes to address the Committee, **upon prior notice being received.** *The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 2 minutes (to a maximum of 10 minutes total public participation at the Chairman's discretion).*

MATTERS FOR DECISION

- 4) To receive and confirm the Minutes of the Committee meeting held on 17th May 2018.
- 5) To receive any update on items in those Minutes which are not included on the Agenda.
- 6) **Financial Reports:**
 - a) To approve the bi-monthly receipts & payments (18/05/2018 to 19/07/2018)
 - b) To note the budgetary control report (01/04/2018 to 19/07/2018)
- 7) To deal with any items in the Park for repair, maintenance or disposal:
- 8) To deal with any items in/around the Hall for repair, maintenance or disposal:
5 year electrical major check up.

9) Reports: To receive reports (if available) and discuss/decide on any action to be taken
a) Parish Orderly b) Cleaning contractor c) Grounds care contractor

10) To consider and decide on quotes received for agreed Projects.

11) Smart Meters: To consider and decide on installing smart meters for gas and electric.

12) Office improvement: To consider and decide on improvements.

13) Archive storage under stage: To consider and decide on building extra storage cupboards.

14) Parking at rear of Hall leading into Park.

15) Tree work: To consider and decide on quote received for cutting overhanging branches in the Park.

16) Correspondence & Items for next Agenda:

(Please note that the Committee is unable to make any formal decisions under this item).

The next meeting of the Locking Parish Council Hall & Park Committee will be on Thursday 20th Sept. 2018 at 7:30pm in Locking Parish Hall.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.