

WESTON-SUPER-MARE TOWN COUNCIL ESTATES AND PREMISES COMMITTEE AGENDA

Date: Tuesday 7th January 2014

Time: 2.30 pm

Venue: Grove House

Members of the Community Services Committee are hereby summoned to this meeting and reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act s.17 and Equality Act 2010 s.149 when reaching a decision. Members who wish to comment on matters within their ward may attend and address the Committee.

Members: Councillors Clive Darke (Chairman), Clive Webb (Vice-Chairman), Peter Crew, John Crockford-Hawley, Frederick Parsons, Tony Probert, Simon Stokes and Holly Young.

Note: Quorum = 4 Members

Prior to the commencement of the meeting, the Chairman will invite questions and observations from parishioners present (maximum time permitted 15 minutes).

- 1. Apologies for Absence and Notification of Substitutions**
- 2. Declarations of Interest**
- 3. Minutes of the Premises Committee held on the 2nd July 2013** (attached)
- 4. Grounds Maintenance**
To receive the verbal report of the Grounds Manager
- 5. Maintenance Financial Reports**
To receive the financial report of the Responsible Financial Officer (attached)
- 6. Health & Safety**
To receive the notes of the Health & Safety meeting of 4th September 2013, 2nd October 2013 and 6th November 2013 (attached)
 - 6.1 General Risk Assessment**
To receive the report of the Responsible Financial Officer (attached)
 - 6.2 Museum Atrium Blinds**
To receive the report of the Responsible Financial Officer (attached)
 - 6.3 Cemetery Walls**
To receive the report of the Responsible Financial Officer (attached)
 - 6.4 Badgers – Hutton Moor**
To receive the report of the Responsible Financial Officer (attached)
- 7. Measured Term Contract – Update and schedule of dates**
To receive verbal report from the Responsible Financial Officer
 - 7.1 Museum - Atrium glass roof and Solar Panels**
To receive the verbal report of the Responsible Financial Officer
 - 7.2 Blakehay - Roof and Ivy Damage**
To receive the verbal report of the Responsible Financial Officer

7.3 Blakehay – Stage Floor

To receive the report of the Responsible Finance Officer (attached)

7.4. Museum Drains

To receive the report of the Responsible Finance Officer (attached)

8. Compliance Testing

To receive the report of the Finance Officer (attached)

Malcolm L Nicholson LLB DMS AILCM
Town Clerk
30th December 2013

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