

ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of the Property and Maintenance Committee of Addingham Parish Council will be held at **the Old School, Addingham** on **Wednesday 11 March 2020** at **6.15pm**, for the purpose of transacting the business set out on the Agenda below. Members of the press and public are invited to attend and may address the Committee at the invitation of the Chairman.

Jane Markham MA, ACIS, PSLCC
Clerk to Addingham Parish Council
5 March 2020

AGENDA

1. Apologies for Absence

To receive apologies and approve reasons for absence as notified by Members.

2. Disclosures of Interest

(With reference to Members Code of Conduct)

To receive any declarations of interests (not already entered in the Members' Register of Interests) and to record from Members any disclosures of interests (whether already registered or not, and including the nature of any such interests), which may be relevant to matters to be considered at the meeting.

Note: Members are asked to check the Code of Conduct (available on website) to confirm their responsibilities. Members with disclosable pecuniary interests as defined in Appendix A of the Code (financial interests) must withdraw from the meeting during the discussion of the item in which they have an interest, unless a dispensation has been granted. Members may only remain in the meeting and take part in the discussion (but not vote on the matter) where their interests are personal interests as defined in Appendix B of the Code.

3. Public Consultation and Question Time

To receive questions and comments on any matter listed on the agenda or on any other matter associated with property matters and related issues.

4. Committee Terms of Reference

To note the current TORS (*copy attached*), receive any proposed updates, and agree recommendations for consideration at the Annual Council Meeting

5. Minutes

(Copy of draft minutes circulated to Members and available on Council website)

To confirm the Minutes of the Meeting held on 20 June 2018 as a true and correct record.

6. Matters arising

To receive, for information, the report of the Clerk on any matters arising (not separately listed on the agenda).

7. Allotments Report

To receive the allotments report, review management arrangements (*paper attached*), and decide any action as necessary

8. Maintenance of Allotment Sites

To receive a list of maintenance issues concerning the allotment sites (*list attached*), consider proposals for expenditure, agree recommendations for Council and decide any other action as necessary

9. Village Lengthsman

1. To receive the report of the village Lengthsman, if present, and decide any action as necessary
2. To review the list of activities carried out by the Lengthsman (*list attached*) and decide any recommendations for Council, as necessary

10. Review of Council property and ongoing maintenance issues (as referred/discussed by Council)

To discuss the recent informal inspection of Council-owned land and buildings, consider any implications for the Council's insurances, review the list of ongoing maintenance issues (*list attached*), and consider any further follow-up action, as necessary

11. Sugar Hill site

To review progress on the CAT, and receive an update on possible future works at the Sugar Hill site

12. Date of Next Meeting

To confirm the date, time and venue of the next meeting of the Property and Maintenance Committee