

MARKS TEY PARISH COUNCIL

Parish Hall, Old London Road, Marks Tey, CO6 1EJ

Telephone: 01206 213250

www.essexinfo.net/marksteyparish

To: Members of the Premises Committee

28 May 2019

You are summoned to attend a Premises Committee Meeting on Monday 03 June 2019 at 6.30pm for the transaction of the under-mentioned business. Members are reminded to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests as they arise on the Agenda.

Members of the Public and Press are warmly welcome to attend.

Gemma Humphries

Gemma Humphries
Clerk and RFO

AGENDA

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| 2019/PCM001 Apologies for absence | To receive and consider acceptance of any apologies. |
| 2019/PCM002 Declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests and Registerable Non-Pecuniary Interests | To receive Councillor's Declarations of Interests on any item appearing on the Agenda. |
| 2019/PCM003 Public Session | Up to fifteen minutes allowed for questions and Statements. Each individual wishing to speak will be allowed 3 minutes |
| 2019/PCM004 Minutes | To approve minutes from the Premises Committee meeting on 22 th October 2018(enclosed) |
| 2019/PCM005 Annexe Lights | To approve additional lights around the annexe |
| 2019/PCM006 CCTV | To discuss and agree investigation into CCTV replacement. |
| 2019/PCM007 External Contractors | To discuss and agree contracts for all external contractors. |
| 2019/PCM008 Damage Deposit Review | To discuss and approve new rates for damage deposits |
| 2019/PCM009 EMR | To review current Earmarked reserves to take back to full Council |
| 2019/PCM0010 Aims and Objectives 2019/2020 | To review and approve aims and objectives for Premises committee in 2019/2020 |
| 2019/PCM011 CIF Fund – Soundproofing | To discuss and approve next steps for soundproofing in the Main Hall |
| 2019/PCM012 Maintenance work Sheet | To review and approve new maintenance spreadsheet |
| 2019/PCM013 Projects | To discuss and approve projects for 2019/2020 |
| 2019/PCM014 Information Exchange, Clerks Report and Correspondence File | 1) Chairman's Report
2) Clerk's Report |
| 2019/PCM015 Chairman to close the meeting | |