

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
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Monday & Thursday

9.30 – 12.30

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3rd September 2024

Dear Councillor,

You are summoned to a meeting of the Buildings Management Committee to be held at the Parish Council Offices on Monday 9th September 2024 commencing at 7.30 p.m. to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

M.S. Carey

Margaret Carey

Clerk

A G E N D A

1. To receive any apologies for absence
2. Public Question time
3. Declaration of interest relating to items on the Agenda
4. To receive the Minutes of the meeting held on 8th July 2024 and to consider any issues not covered by the Agenda
5. CCTV Policy
6. EICR checks and quotations for remedial work
7. Pavilion
 - a) Any issues raised by the user groups
 - b) Boiler replacement - update on solar panels
 - c) Motion sensor tap for disabled toilet – updated quotations
 - d) Electric hand dryers in the toilet – updated quotations

Project updates

- e) Pavilion Development Working Group - update on TOR
- f) Pavilion booking software – update
- g) New door for public toilets – updated quotation

Items for discussion

- h) Updating Safeguarding Policy including Councillor training
- i) Council Offices - Timber on top of railings/repairs to front wall – update on quotations

7. Jubilee Youth Centre – update and volunteer representative
8. Forward Plan/Risk Assessment and Asset Management
Maintenance Schedule – update issues from items discussed
9. Monitoring of Budget: Budget setting 2025/26
10. Confidential item – closed session
11. Items of Report and Future Agenda items

Date of next meeting - 11th November 2024