



Dear Councillor / Resident

I hereby give notice of an Estates & Finance Meeting that will be held in the Town Council Chamber on Wednesday 7th June 2023 at 7pm. Members of the Council are hereby summoned to attend for the business of considering and resolving upon the matters set out below. All Residents of the Parish are welcome to attend and a period of up to 15 minutes will be set aside at the beginning of the meeting for members of the public to raise questions.

Dated: 1st March 2023

Mrs E Bennett, Clerk to the Council

1. To receive apologies for absence
2. Declarations of Interest – to receive any declarations of interest in any matter to be discussed at the meeting. Members and Officers are requested to identify the nature of the interest.
3. Public Participation Session – to provide the opportunity for Members of the Public to raise questions or comment on items on the Agenda (limited to 15 minutes, with a maximum 3 minutes per person).
4. Chairman's Urgent Business (information only item)
5. To confirm the Minutes of the Meeting held on 8th March 2023 (copy herewith)
6. Matters Arising from Minutes
7. To receive the latest financial reports
8. To consider grant applications
9. To receive information on costings for emergency sandbags, salt and grit and agree way forward (MT)
10. To note the increase in installation costs for CCTV at Market Street and note the CCTV budget for 2023/24
11. To receive three quotations for the air conditioning maintenance and agree the contract provider
12. To receive the quote for accountant services and agree way forward
13. To receive the Health & Safety update and agree the way forward relating to:
  - H&S Safety Champion (R Sterry)
  - accident figures
  - Asbestos reports update
  - Legionella update
  - Electrical works update

- Fire safety standards
  - Emergency Lighting
  - PAT testing
  - Fire extinguishers - Co2 & Water
14. To receive an update from the Estates Manager on the Levelling Up Fund relating to:
- Wesley Church
  - No 6 Market Street
  - Rheola House
15. To receive an update and outline plans for the Changing Places facilities at Dockham Road & 6 Market Street
16. Date of next Meeting – TBC

**Members are reminded that the Council has a 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”.**