

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris
Burghfield Parish Council, PO Box 7381, Reading RG1 9XP
Tel: 0118 983 1748 Email: burghfieldclerk@gmail.com

NOTICE OF MEETING

You are requested to attend a meeting of the **Community Hub Working Party Group** to be held in the village hall meeting room on:

Date: Thursday 20th February 2020 **Time:** 6.30pm
Place: Burghfield village hall Committee room, West Wing

Cally Morris
Clerk to Burghfield Parish Council

- 1.02 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**
 - 2.02 Declaration of any personal or financial interests**
In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or financial interests including those of a partner/spouse on any Agenda item (as recorded in the Register of Member's Financial and Other Interests form).
 - 3.02 Applications for Dispensations**
To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.
 - 4.02 Minutes of the last Meeting**
 - i) To approve the Minutes of the last meeting of the Committee held on 16 January 2020
 - 5.02 Clerks update**
 - 6.02 To receive the revised drawings and floor plans for the provision of a Community Hub**
 - 7.02 To determine the vision statement for the Community hub**
 - 8.02 To confirm the request for a quotation for the provision of cost plan**
 - 9.02 To determine the project timeline**
 - 10.02 To progress the business plan for the hub**
 - 11.02 Matters for Future Discussion**
 - 12.02 Items for information Only**
 - 13.02 to determine the date of the next scheduled meeting**
- Close of meeting**