

# BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP

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## NOTICE OF MEETING

You are summoned to attend a meeting of the **Asset Management Committee**. The meeting will be held on Thursday 23<sup>rd</sup> September 2021 at 7.00pm, for the transaction of business set out in the Agenda below.

**Date:** Thursday 23<sup>rd</sup> September 2021 **Time:** 7.00pm  
**Place:** West Wing Committee Room

Cally Morris  
Clerk to Burghfield Parish Council

**1.0921 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**

**2.0921 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).

**3.0921 Applications for Dispensations**

To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.

**4.0921 Minutes of the last Meeting**

- i) To approve the Minutes of the last meeting of the Committee held on 11 March 2021

**5.03 Village hall refurbishment**

- i) To receive a report on works to date and determine any outstanding actions
- ii) To receive a report regarding the funding of the project

**6.03 Community Hub Project**

- i) To receive an update regarding the progression and development of a business plan following the instruction of ABC Business Consulting
- ii) To determine an action plan for the next 6-month period to progress the project accordingly

**7.03 To give consideration to the hire charges applied for the use of the Pavilion**

**8.03 To consider the specific projects for inclusion within the revenue and capital estimates for financial year 2021/22**

**9.03 To give consideration to the Assets managed by the committee under the ownership of the parish council and determine if any changes are required to the delegated authority**

**10.03 Matters for Future Discussion**

**11.03 Items for Information**

**Close of meeting**