

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 **Community Hub Committee**. The meeting will be held on Thursday 29th September 2022 at 7.45pm, for the transaction of business set out in the Agenda below.

Date: Thursday 29th September 2022 **Time:** 7.45pm
Place: West Wing Committee Room

Cally Morris
Clerk to Burghfield Parish Council

- 1.0922 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**
- 2.0922 Declaration of any personal or financial interests**
- 3.0922 Applications for Dispensations**
- 4.0922 Minutes of the last Meeting**
 - i) To approve the Minutes of the last meeting of the Committee held on 24 March 2022
- 5.0922 Community Café/Hub Project**
 - i) To receive an update in relation to the provision of a temporary unit for a café
To review the planning conditions applied and the action required for the progression of the café
 - ii) To review the action list for the progression of the café
 - iii) To discuss and approve the Tender document for the operation of the Café
 - iv) To determine and finalise the schedule and associated dates for tender
- 6.0922 Matters for Future Discussion**
- 7.0922 Items for Information**

Close of meeting