

# BURGHFIELD PARISH COUNCIL

Clerk: Mrs C Morris

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## NOTICE OF MEETING

You are summoned to attend a meeting of the **Facilities Committee**. The meeting will be held on **Thursday 16 May 2024** for the transaction of business as set out in the Agenda below:

**Date:** Thursday 16 May 2024 **Time:** 7.45pm  
**Place:** West Wing Committee Room, Burghfield Village Hall

Cally Morris  
Clerk to Burghfield Parish Council

- 1.0524 Apologies for Absence**
- 2.0524 Declarations of Interests & Applications for Dispensations**
- 3.0524 Minutes of the last Meeting**
- 4.0524 To receive reports on the management and maintenance of the following facilities:**
  - a) Burghfield Village Hall**
  - b) Burghfield Sports Pavilion**
  - c) Common & Hatch Allotment sites**
    - i) To receive an overview of the questionnaire responses received regarding security at the common allotments
    - ii) To confirm dates for allotments surgeries during 2024
  - d) Burghfield Burial Ground**
- 5.0524 Health & Safety**
  - i) To give consideration to any H&S issues identified and determine the required action
- 6.0524 Environment & Sustainability**
  - i) To receive a report regarding environmental work in the parish and plan future projects impact to reduce BPC's carbon footprint and promote sustainability
- 7.0524 Finance**
  - i) To receive a monitoring report
- 8.0524 Future Agenda items & Items for Information Only**  
**Close of meeting**