

# NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC  
Town Clerk & RFO

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## PUBLIC NOTICE OF MEETING

A meeting of the **Property Management Committee** will be held on **Thursday 11<sup>th</sup> March 2021 at 11.00am.**

In accordance with the Local Authority and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting is being conducted remotely via the Zoom video conferencing platform.

To join the meeting please use this link:

<https://zoom.us/j/92861380250?pwd=VVBtM0V6THhFZzlkRS9TMURDViVrQT09>

Or log in to the Zoom App:

Meeting ID: 928 6138 0250

Password: 762355

You can telephone into the meeting on the following number and the log in details above:

0131 460 1196 (call charges may apply – you should check with your provider)

Yours sincerely

A handwritten signature in black ink, appearing to be 'D Johnston', written over a horizontal line.

Mrs Donna Johnston FdA, FSLCC  
Town Clerk & RFO.

## AGENDA

- 1. Apologies for Absence**  
To receive apologies for absence.
  
- 2. Declarations of Interest**  
Members are reminded of the requirement to make an appropriate declaration at the meeting on any item in which they have an interest.
  
- 3. Minutes** **ENC A**  
To receive and sign the minutes of a meeting of the Property Management Committee held on Thursday 17<sup>th</sup> December 2020 (Minute Numbers 7-14; Pages 4-5) and approve the contents contained therein.
  
- 4. Woodhouse Community Centre** **ENC B**
  - i) To review the budget for the Woodhouse Community Centre.
  - ii) To consider quotes for CCTV.
  - iii) To consider a quote for lighting in the rear storeroom.
  - iv) To consider a quote for the replacement of the Fire Alarm.
  - v) To consider a quote for Thermostatic Mixer Valves in the ladies and gents' toilet.
  - vi) To receive an update on the Legionella Report.
  
- 5. Town Hall** **ENC C**
  - i) To consider quotes for the Principal Designer.
  - ii) To consider a quote for the Asbestos Work.
  - iii) To consider quotes for the Structural Engineer.
  - iv) To receive an update from WMDC on the Licence for alterations.
  - v) To consider the requirement for a Project Manager.
  - vi) To give consideration to the design of the disabled access ramp.
  - vii) To consider the Fire Risk Assessment remedials.
  - viii) To consider the M&E Consultant initial budget
  - ix) To consider the initial draft budget.
  
- 6. Tree Inspections** **ENC D**  
To consider quotes for tree inspections.