

NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO

T: 01924 893794
F: 01924 897515



The Town Hall
High Street
Normanton
West Yorkshire
WF6 2DZ

E: enquiries@normantontowncouncil.co.uk
W: normantontowncouncil.co.uk

NOTICE OF MEETING

A meeting of the **Property Management Committee** will be held on **Wednesday 14th October 2020 at 2.00pm.**

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/96036905942?pwd=K2xiSU9DVnFYOHVtb2FGaU9WZTVsQT09>

Or log in to the Zoom App:

Meeting ID: 960 3690 5942

Password: 454376

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)

I hope it will be convenient for you to attend.

Yours sincerely

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO.

AGENDA

1. Welcome and Apologies

To receive apologies and approve reasons for absence.

2. Members 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 of Property Management Committee

ENC A

To receive and sign the minutes of a meeting of the Property Management Committee held on Friday 6th December 2019 (Minute Numbers 19-26; Pages 6-8) and approve the contents contained therein.

4. Woodhouse Repairs and Maintenance

ENC B

To consider a report on repairs and maintenance issues for Woodhouse Community Centre.

5. Grounds Maintenance

ENC C

To receive an update on grounds maintenance at various sites and consider how to manage grounds maintenance in 2021.

6. Town Hall Refurbishment Project

ENC D

To consider a report on the proposed refurbishment of Normanton Town Hall including the appointment of an Architect and Quantity Surveyor.