

# NORTHLEACH WITH EASTINGTON TOWN COUNCIL

## Westwoods Committee

To: Committee members

You are hereby summoned to attend a meeting of the above Committee on **Monday 5 June 2023** commencing at **7pm in the Westwoods Centre** for the purpose of considering the business to be transacted as set out hereunder. Members of the public and press are also invited to attend.

*Pauline Rigby*

Dated this day 30 May 2023

Ms Pauline Rigby, Town Clerk

### AGENDA

1. Election of Committee Chairman
2. To receive apologies for absence.
3. To receive declarations of interest.
4. To approve the minutes of the committee meeting on 3 April 2023.
5. To receive the action point update and consider matters arising:
  - a. External lighting,
  - b. Business rates challenge,
  - c. Wellman family blanket.
6. Finance: To review committee expenditure versus budget in the year to date.
7. Bookings update: To receive a report from the Westwoods Supervisor.
8. Maintenance update: No new matters to report.
9. To receive quotations/information to create a standalone website for the centre.
10. To receive notes of meeting with Carbon Neutral Northleach on 17 April regarding opportunities for joint working on carbon reduction projects, and agree actions.
11. To consider request from Men in Sheds to use the resilience sheds for storage.
12. To receive items for future meetings (for information only): Car park signage, telephone contract, equipment hire policy, risk assessment, building access systems.
13. To confirm date of next meeting: scheduled for Monday 5 August 2023.