

# NORTHLEACH WITH EASTINGTON TOWN COUNCIL

## Property & Premises Management Committee

To: Members of the Property and Premises Management Committee  
You are hereby summoned to attend a meeting of the above Committee which will be held on **29 January 2024** commencing at **7:00 pm 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, 22 January 2024

Ms Pauline Rigby, Town Clerk

### AGENDA

1. To receive apologies for absence.
2. To receive declarations of interest.
3. To confirm the minutes of the previous meeting held on 20 November 2023.

### PART A: BURIAL AUTHORITY

4. Cemetery: To receive the officer report and consider any actions arising.
5. To confirm that where grave ownership has historically been vested in the funeral director, fees to transfer the ownership to relatives of the deceased will be waived.
6. To approve attendance at the ICCM course on Establishing and Managing Gardens of Remembrance at cost of £85 ex VAT.
7. To note expected date of resurfacing of pathway in the churchyard.

### PART B: PROPERTY & PREMISES

8. To receive the action point update.
9. To review committee expenditure versus budget to date.
10. Allotments: To consider reasonable adjustments for customers with disabilities.
11. Defibrillators: To note issues with thermostat on 2 cabinets which are being addressed.
12. Mowing contract: To review , and agree any actions required.
13. Play Equipment:
  - a. To receive routine inspection reports and consider any actions arising.
  - b. To confirm annual inspection by ROSPA PlaySafety, due to take place in April/May.
  - c. To consider options for Town Trustee plaque to recognise grant to the playground.
14. To discuss request to direct youth funding grant for activities to Teen Café outing.
15. To consider quotation(s) for tree works.
16. To review options for the 2024 Christmas tree in the Market Place.
17. To consider sign for ladies door of public conveniences on the Market Place.
18. To receive items for future meetings (note no discussion may take place under this item).
19. To confirm date of next meeting: scheduled for **Monday 26 March 2023**.

