

Kempsey Parish Council

Mrs. S Baxter
Clerk and Financial Officer

Parish Office
Community Centre
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**To all Members of The
Community Centre Committee**

13th July 2011

Dear Councillor,

COMMUNITY CENTRE COMMITTEE

You are summonsed to attend a meeting of the Community Centre Committee on Thursday 21st July 2011 at 7.30pm at Kempsey Community Centre to transact the business listed below.

Members of the public may attend this meeting, but may not take part in discussions.

Yours faithfully,

SBaxter

Clerk to Kempsey Parish Council

AGENDA

1. Apologies for Absence
2. Declaration of Interest – Personal & Prejudicial
3. Election of a Chairman
4. Open Forum
5. Budget for 2009/2010, 2010/2011 and 2011/2012
6. Risk Assessment
7. Update
 - a. Damage 19th/20th May
 - b. Replacement of Rear Door
 - c. Electrical Testing
 - d. Rear Fence
 - e. Cleaning Bookings
 - f. Consultant Report
8. Possible Works to Carry out
 - a. Kitchenette Area and associated works

- b. Replacement of flat roof over toilets
 - c. Alteration of the Tarmac Road Access – widen splay
 - d. Installation of Bollards at the rear of the building on Car Park
 - e. Roof Repairs
 - f. Other Repairs
 - g. Installation of security door
 - h. Upgrading the Centre Image
 - i. Painting of Parish Office
9. Post Office The following items are in the budget but not to action yet – a) extra car park spaces and b) road signage and marking