

Cyngor Tref Llanandras a Norton
PRESTEIGNE AND NORTON TOWN COUNCIL

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Mrs Tracey Price (Clerk)
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11th November, 2019

Dear Councillor

There will be a meeting of Presteigne and Norton Town Council Sites and Buildings Committee on **MONDAY 18th November 2019 at 7.00 p.m.** in the **Judges' Lodgings, Broad Street** and you are hereby summoned to attend.

Yours sincerely

Tracey Price
TOWN CLERK

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members are requested to declare any personal and/or prejudicial interests they may have in matters to be considered at this meeting in accordance with the terms of the Local Authorities (Model Code of Conduct Order) (Wales) Order 2008 and the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016.

3. ELECTION OF CHAIR AND VICE CHAIR

4. ALLOTMENTS

- a) To take a short report by the PNAA Representative.
- b) PNAA Raised Matters.
- c) Work/Maintenance Plan for 2020-21
- d) Expenditure 2019-20 to date.
- e) Rent Review (review due November 2019 w.e.f. March 2020).

5. WENT'S AND EDDIE'S MEADOWS, MUGA/FOOTBALL PITCH

- a) Grass Cutting/Weed Killing Arrangements for 2020-21 Review of work during current year. (Under three year contract to 31st March 2022).
- b) Maintenance Plan for 2020-21.
- c) Report on Annual Visual Tree Inspection.
- d) Tree Survey Report.
- e) Rospa Inspection Report: Works update.
- f) Community Building Completion.
- g) Hourly Rate for general repairs and inspections: To consider an increase in the rate paid.
- h) Budget Consideration for 2020-21. To consider budget needs for the coming financial year and prepare a draft budget.
- i) Grant Applications Update.

6. TOILET BLOCKS

- a) Report on year to date.
- b) Cleaning Arrangements/Contract for 2020-21.
- c) Cemetery Toilet: Review of need to re-open.
- e) Budget Consideration for 2020-21. To consider budget needs for the coming financial year and prepare a draft budget.

7. URGENT BUSINESS INFORMATION (at discretion of Chair)

- Enc. Summary of toilet cleaning Quotes.
Meadow Account Information.
Allotment Account Information.
Toilets Budget Information.
Rospa Inspection Report.

PLEASE REMEMBER THAT QUOTE DETAILS ARE CONFIDENTIAL.
