

# OVERTON COMMUNITY COUNCIL



Clerk to the Council: Mrs Katrina Chalk  
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15<sup>th</sup> May 2019

To the Amenities Committee Councillors

You are summoned to attend the meeting of Amenities Committee to be held at the Playingfield Council on Saturday 25<sup>th</sup> May meeting commences at 10.30hrs. The business to be transacted is as set out in the agenda below. Members of the public are welcome to attend the meeting and may speak on any issues between 10.30hrs to 10.40hrs

A handwritten signature in black ink that reads "K. Chalk".

..... Katrina Chalk (Clerk to Overton Community Council)

## AGENDA

1. To elect a Chairman
2. To receive any questions or comments from the public attending the meeting
3. To accept apologies for absence
4. To disclose any personal or prejudicial interest
5. To discuss matters arising from the previous minutes
6. To consider and discuss following items
  - To discuss the current the scope of works for the Playingfield public toilet and costs. The following items must be included in the costings:
    - Additional half an hour for the caretaker to clean/open or close the facilities each day
    - Project: including any necessary plumbing work or utility company work to connect new system to supply (classed as new installation)
    - Purchase of all cleaning materials
    - Utilities
    - Insurance cover for the premises
    - Cost of Quantity Surveyor
    - Cost of advertising the Tender
  - To look at grants/funding available for this type of project.  
Report with recommendations to be present to Full Council on 11<sup>th</sup> June 2019.
  - To discuss and make recommendations to Full Council any of the items raised in the electrical installation condition report (recommendations to be submitted to Full Council prior to 11 June 2019 meeting).
  - To read through and discuss the Lease for the Millennium Meadow with a view to arranging the renewal of the lease to commence with any suggested amendments (recommendations to be submitted to Full Council prior to 11 June 2019 meeting) – copies of lease given to each Councillor.
7. To receive any agenda items for the meeting and confirm date