

BORDEN PARISH COUNCIL

PLAYSTOOL NEW BUILD PUBLIC CONVENIENCE WORKING COMMITTEE

All members of the Playstool New Build Public Convenience Committee are summonsed to attend the Committee meeting to be held on 4th March 2024, at 6:30 pm in the Pavilion, Wises Lane, Borden.

Teresa Millum

Teresa Millum, Parish Clerk clerk@bordenparishcouncil.gov.uk

28th February 2024

AGENDA

1. Apologies for absence:
In attendance:
2. Declarations of Pecuniary and Non-Pecuniary Interests.
3. To approve for signature the minutes of the previous meeting.
4. Finance.
 - a) To review the Playstool shrub clearance and approve the invoice to be presented for payment at the next Full Council meeting.
 - b) To review the Architect quotes and agree on the most suitable, in line with the Financial Regulations and delegation limits agreed by the Full Council, and the committee's Terms of Reference.
 - c) To review a breakdown of the project income and expenditure.
 - d) To review and agree to the COF Grant Funding Agreement that is due for return by 7th March.
 - e) To review and agree to the requested documents sent to the COF Project Manager.
5. Business items
 - a) To review and agree on sub-committee Terms of Reference.
 - b) To agree on a Chair and Vice Chair for the sub-committee.
 - c) To review and discuss the project timeline along with any amendments to be made.
 - d) CCTV.
6. Building pre-construction: including utilities, specification updates, and on-site issues.
7. New and emerging risks.
 - a) To review the project risk assessment and update where necessary.
8. New project items for consideration and agreement.