

GREAT COXWELL PARISH ROOM CHARITABLE TRUST (300155)

Dear Trustee

You are summoned to attend a meeting of the Great Coxwell Parish Room Charitable Trust to be held on Monday 19TH February 2024, immediately following a meeting of the Great Coxwell Parish Council, in the Reading Room.

Joanna Farrant

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Parish Clerk

8th February 2024

AGENDA

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Signing of minutes of previous meeting 30.11.2023**
- 4. Other repairs/maintenance to be carried out in 2023/4 budget:**
 - a Railings by Community Fund
 - b Bush dig out and replace quote
- 5. Likely repairs within 2024/5 budget:**
 - a Front wall repair
 - b Drain cover
 - c Path
- 6. Upkeep:**
 - 6.1** Report PAT/EICR testing
 - 6.2** Confirm water contract renewal: Everflow Ltd
- 7. Finances**
 - a Update on finances and VAT reclaims
- 8. Amendment to Terms & Conditions to reflect no TV licence**
- 9. Consider fire risk review with reference to updated regulations: amend policy and update fire risk assessment**
- 10. Any other business**