

MEON VALE ASSET MANAGEMENT COMMITTEE
Representing Quinton Parish Council & Marston Sicca Parish Council
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NOTICE OF COMMITTEE MEETING

Notice is hereby given that the meeting of Meon Vale Asset Management Committee (AMC) will be held at Meon Vale Community Centre on Friday 12th July at 7.30pm. All members of the committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out in this agenda.

This meeting is open to the public enabling questions or representations to take place during the public open session. Questions relating to items on this agenda should be kept to 3 minutes with a maximum of 15 minutes allocated to the Public Open Session.

Agenda

1. Welcome by Chairman of the Asset Management Committee

2. Apologies for absence

To receive and approve any absences from members.

3. Declaration of interest

Councillors are reminded to declare any Disclosable Pecuniary and non- Pecuniary interests in agenda items and the nature of those interests.

4. Public Open Session

Members of the public are permitted to make representations, raise questions, or make comment on any items of business included in the agenda. Committee members may feel it necessary to respond to questions at the next committee meeting. Individual comments should be kept to 3 minutes.

5. Minutes of previous AMC meeting

Members to consider and approve the minutes from the last AMC meeting.

6. Terms of Reference

Members to formerly adopt the TOR and consider roles.

7. Legal status on transfer of assets

All documentation has been received from Hall Reynolds, members to consider next steps following discussions with Hall Reynolds including:

(i) Revised costs from Preim

(ii) Status of agreement with Londis and Leisure Centre regarding contribution towards central amenities costs.

8. General Maintenance to the Community Centre

Members to review any items requiring attention including:

- a) Use of cupboards in kitchen storage area
- b) Rectification of defective ethernet installation
- c) Window cleaner
- d) Defective flushing in the toilets
- e) Security bars quotation
- f) Grant funding for solar installation
- g) Payment schedule for Community Centre & Business Hub bookings
- h) Blinds for main hall
- i) Londis account.

9. Update on locking system

10. Finance

10.1 Members to review Income and Expense summary

10.2 Members to consider financial controls and to consider adopting a risk management schedule.

10.3 Asset Register

10.4 Utilities

11. Cleaner

To receive an update on the position of Cleaner to the Community Centre

12. Correspondence

Members to review any correspondence relevant to the AMC

13. Date of Next Meeting