



KETLEY PARISH COUNCIL

RESOURCES COMMITTEE AGENDA

23 May 2019

To: all Members of the Resources Committee

You are summoned to a meeting of **Ketley Parish Council's Resources Committee** on **Tuesday 28 May 2019** commencing **6:30pm** in the **Parish Office** at **Ketley Community Centre** for the purposes of transacting the following business.

Yours faithfully

Emma Atwell

Emma Atwell
Clerk to the Council

AGENDA

- R19/001 WELCOME**
- R19/002 APPOINTMENT OF CHAIRMAN**
In the absence of the outgoing Chairman, the outgoing Vice Chairman will call for nominations for the appointment of Chairman
- R19/003 APPOINTMENT OF VICE CHAIRMAN**
Chairman calls for nominations for the appointment of Vice Chairman
- R19/004 APOLOGIES FOR ABSENCE**
To be received and accepted or noted
- R19/005 DISCLOSURE OF INTERESTS**
All interests pecuniary or personal in relation to items on the agenda to be declared and recorded.
- R19/006 MINUTES OF MEETING HELD ON TUESDAY 5 MARCH 2019**
To approve the minutes of the last Resources Committee meeting
- R19/007 TERMS OF REFERENCE**
To ensure all members of the committee are in receipt of the terms of reference and understand the role of the Resources Committee
- R19/008 APPOINTMENT OF EVENTS SUB-COMMITTEE CHAIRMAN**
Chairman of Resources calls for nominations for the appointment of Chairman of the Events Sub-Committee
- R19/009 CLERK & COUNCILLOR TRAINING**
To address any training needs identified
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- R19/010 GARDEN OF REST**
- (i) Anti-Social Behaviour**
to consider proposals for improving security
 - (ii) General Maintenance**
to consider feedback received on the new contract and review the Service Level Agreement
 - (iii) Health & Safety**
to receive a verbal update on policy matters and approve work required to ensure compliance
- R19/011 FORMER INFANTS SCHOOL**
To review terms of the licence and consider renewal
- R19/012 STREET LIGHTING**
To consider a proposal from Eon for the roll out of the LED upgrades
- R19/013 KETLEY PADDOCK MOUND**
To confirm the date of the next quarterly management meeting and agree any agenda items for inclusion
- R19/014 COMMUNITY GARDEN**
To ensure sufficient resources available for the launch and continued support
- R19/015 KETLEY COMMUNITY CENTRE**
To receive a report from the Community Centre Manager
- (i) Staffing**
setting out any training identified and additional resources required
 - (ii) Building**
providing an update on completed and scheduled works along with any recommendations for improvements
 - (iii) Health & Safety**
on any issues arising in respect of staff, Centre users and contractors
 - (iv) Usage**
providing an update on the current usage of the Centre and proposals for increasing room hire
- R19/016 AGENDA ITEMS FOR NEXT MEETING**
The Clerk to be notified of any items to be considered for inclusion
- R19/017 DATE OF NEXT MEETING**
The next meeting will be held on Wednesday 7 August 2019 at 6:30pm in the Parish Office at Ketley Community Centre.

Notification of Private Session under Schedule 12a, Local Government Act 1972, the following items are likely to disclose exempt information in relation to establishment and contractual matters and that pursuant to provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

- R19/018 EMPLOYMENT MATTERS**
To discuss and consider any recommendations