

**Minutes of an Amenities Committee Meeting
held remotely via zoom
on Monday 1 February 2021 7.00pm**

Present: Councillors Allgood, Baker (Chair), Darby, Jones and Miller
In attendance: Mrs A Barlow – Clerk and 0 member of the public
Apologies:
Absent: None

Following the resignation of Steve Nash, Cllr Baker was elected Chair of the Amenities Committee for this meeting.

1. To receive apologies and reasons for absence.
None.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
None.
3. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960
Members resolved to discuss Agenda Item 7.1 in confidence.
4. To approve as a correct record the **Minutes** (enclosed) of the Amenities Committee meeting held on 7 December 2020
Members resolved to agree the minutes of the meeting of the Amenities Committee on 7 December 2020.
5. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
None.
6. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note this item will be limited in time at the discretion of the Chairman.
None.
7. **Items for decision and allocation of resources if necessary.**
 - 7.1 To discuss and agree, if appropriate, the next actions with regard to the hire agreements and licences of the Parish Council assets.
Members agreed to review the template licence and get a final copy to recommend to the Full Council for adoption. (Action: Clerk)
 - 7.2 To agree the Lettings Policy for recommendation to the Full Council for adoption
Members agreed that the Clerk should draft a policy once the licences have been agreed. (Action: Clerk)
 - 7.3 To discuss and agree, if appropriate, the next actions with regard to carrying out risk assessments on all the Parish Council's assets
Members agreed that the Clerk would allocate a risk assessment schedule for Members and get quotes from Landscape Gardens and the cleaners. Members agreed that the Clerk would check with the insurance company regarding liability. (Action: Clerk)
 - 7.4 To discuss and agree, if appropriate, the next actions with regard to the grass cutting contract
Members agreed that Cllr Jones and Cllr Miller would review the contract to put forward to the Full Council meeting for the March meeting. (Action: Cllr Jones and Miller).
 - 7.5 To agree the priority projects for recommendation to the Full Council 2021-22 budget setting meeting
Members discussed various projects and agreed a list of priority projects to be reviewed in further detail before putting before the Full Council in April 2021.
8. **Urgent Business** that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.
None.
9. **Date of next meeting.** To be agreed.

The meeting closed at 21.02.