

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton, Wiltshire. BA14 6AU.

Tel: 01225 760372 or Email: marketlavpc@gmail.com

VAT Registration Number: 296 9715 35

Meeting of the Old School Committee to be held on

Tuesday 25th February 2020, at 7.15pm in the Old School, Market Lavington

Carol Hackett

Carol Hackett - Parish Clerk

| | AGENDA ITEM |
|-----------|---|
| 19/20-287 | Apologies for Absence a) To receive apologies for absence and consider reasons for non-attendance b) To note any resignations since the last meeting |
| 19/20-288 | Declarations of Interest and Dispensations to Participate a) To receive declarations of interest in respect of matters contained in this agenda b) To receive any dispensation requests received |
| 19/20-289 | Minutes of Council Committee meeting To confirm and sign as a correct record the minutes of the Old School Committee meeting held on the 22nd October 2019 (<i>copy attached</i>) |
| 19/20-290 | Adjournment for Public Discussion (maximum of 5 minutes) Opportunity for members of the public to speak on matters contained in this agenda |
| 19/20-291 | Update on actions agreed at last and previous meetings a) PAT's tests – Cllr Davis and Clerk b) External signage – Cllr Davis c) Data Protection Impact Assessment (DPIA) – Review document, updated to reflect changes in cabinet key arrangements, and requirement for monthly check of CCTV system (<i>copy attached</i>) |
| 19/20-292 | Outbuildings Review effectiveness of industrial dehumidifier, and review situation with regards to damp problem |
| 19/20-293 | Acoustic panels Review effectiveness of newly installed panels |
| 19/20-294 | Annual Fire Risk Assessment (November 2019) To note recommendations made in report, and subsequent actions taken (<i>copy of report attached</i>) |
| 19/20-295 | Plain Action Grant (Restoration Project) – Post Payment Monitoring Reports a) First Year's report (submitted 22/1/20) – To note (<i>copy attached</i>) b) Consider how remaining agreed 'outputs' are going to be achieved |
| 19/20-296 | New Hand Rail at front right-hand side of main building Consider when work should be carried out (as per Listed Building Consent dated 18/6/19) |
| 19/20-297 | Old School Marketing and Publicity a) Update on actions agreed at last and previous meeting i. Document detailing local entertainers and caterers etc. – Cllr Earley ii. Business Cards – Review design prepared by Cllr Davis iii. New eye-catching marketing design - Clerk b) Old School bookings – Review current situation, and consider ways of increasing bookings (to include review of hiring charges and licence requirements) c) Old School 'Feedback' forms – Review comments received |

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.

Tel: 01225 760372 or Email: marketlavpc@gmail.com

VAT Registration Number: 296 9715 35

| | |
|-----------|---|
| 19/20-298 | Old School General Matters <ul style="list-style-type: none">a) 'Friends of Old School'<ul style="list-style-type: none">i. Report by Mike Bridgemanii. Agree date and jobs to be undertaken for 'maintenance / cleaning' dayb) Heating Thermostat – Consider whether necessaryc) Consider any maintenance matters that need to be dealt withd) Parish Council Insurance Renewal - Review items included within the policy which come under the remit of the OS committee and consider need for any necessary amendments (<i>copy of renewal documents already circulated</i>)e) Other Old School business - Opportunity for individual Councillors / Non-Councillors / Clerk to bring any matter not on the agenda to the Committees attention – for information |
| 19/20-299 | Date of next Meeting Consider |
| 19/20-300 | Closure of meeting |