

# MARKET LAVINGTON PARISH COUNCIL

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

Tel: 01225 760372 or Email: [clerk@marketlavingtonparishcouncil.gov.uk](mailto:clerk@marketlavingtonparishcouncil.gov.uk)

VAT Registration Number: 296 9715 35 / website: [www.marketlavingtonparishcouncil.gov.uk](http://www.marketlavingtonparishcouncil.gov.uk)

## Meeting of the Old School Committee to be held on

**Tuesday 6th June 2023, at 7.15pm**

*Carol Hackett*

**Carol Hackett - Parish Clerk**

	<b>AGENDA ITEM</b>
23/24-20	<b>Election of Chairman</b> To elect a Chair of the OS Committee for the municipal year 2023/2024
23/24-21	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-attendance
23/24-22	<b>Declarations of Interest and Dispensations to Participate</b> a) To receive declarations of interest in respect of matters contained in this agenda b) To receive any dispensation requests received
23/24-23	<b>Minutes of Council Committee meeting</b> To confirm as a correct record the minutes of the Old School Committee meeting held on the 29th November 2022
23/24-24	<b>Adjournment for Public participation (maximum of 5 minutes)</b> Opportunity for members to hear questions or comments sent in by the public, or for public participation
23/24-25	<b>Updates on actions agreed at last and previous meetings</b> a) External signage – Update from Cllr Davis b) Tri-fold leaflet – Update on printing from Cllr Davis c) Business cards – Update on collection from printers from Cllr Davis d) Gutters – Consider quotes obtained by Cllr Davis for metal grill caps e) Metal vents on gable end of building – Report from Cllr Davis following inspection f) Library usage – Review summary of additional costs prepared by the Clerk
23/24-26	<b>Old School Maintenance matters – Review and prioritise</b> a) Tarmac areas around the exterior of the building – Review condition and agree actions b) Leaking Chimney – <ul style="list-style-type: none"><li>• Review comments received from the Conservation Officer and agree actions</li><li>• Consider quotes received</li></ul> c) Outside wall – Review condition of back right-hand side wall and agree actions d) Consider any other maintenance matters
23/24-27	<b>Old School Cleaner</b> Review applications received and agree action
23/24-28	<b>Compliance with the Equality Act 2010 in respect of meetings at the Old School</b> Consider what new provisions might be appropriate, or changes made within the hall, to improve compliance with the Act
23/24-29	<b>Old School Risk Assessment</b> Annual Review
23/24-30	<b>Any other Old School General Matters</b> Opportunity for individual Councillors / Non-Councillors / Clerk to bring any matter not on the agenda to the Committees attention – for information

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23/24-31	<b>Date of next Meeting</b> To be agreed as necessary
23/24-32	<b>Closure of meeting</b>