

REDBOURN PARISH COUNCIL

Parish Centre, The Park,
Redbourn, Hertfordshire, AL3 7LR
Telephone No: 01582 794832 / 07436 549584
E-mail: clerk@redbourn-pc.gov.uk
Website: www.redbourn-pc.gov.uk



3rd March 2023

Councillors: D Smith (Chair), I Caldwell (V Chair), D Mitchell, S Vegro, V Mead, D Bigham and C O'Donovan
you are hereby summoned to attend a meeting of the **Management & Communications Committee** on
Friday, 10th March 2023 at 11.00am. This meeting will be held in the Parish Centre. If a member of public
would like to attend, please notify the Clerk in advance on 01582 794832 or clerk@redbourn-pc.gov.uk

Chris Kenny
Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATION OF INTEREST

Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on the Agenda. You should declare at this part of the meeting or when it becomes apparent your interest by stating:

- A. the item you have the interest in
- B. whether it is a disclosable pecuniary interest and the nature of the interest, where upon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted
- C. whether it is a personal interest and the nature of the interest

Members are also reminded of their obligation to report any amendment to their Register of Interests to the Clerk as soon as it becomes apparent.

Declarations:

- Cllr Caldwell** – Nickey Line (CM) Redbourn Village Online, Active in Redbourn (M)
- Cllr Mead** – Youth Club (CM), Active in Redbourn (M) Redbourn in Bloom (CM) Museum (T)
- Cllr Mitchell** - District Councillor, Redbourn Community Group (M)
- Cllr Vegro** - Active in Redbourn (CM) U3A (T)
- Cllr Bigham** - Redbourn Community Group (M)

3. PUBLIC PARTICIPATION

4. MINUTES OF PREVIOUS MEETING

To approve the record of the previous meeting held on 13th January 2023

5. ACTIONS ARISING FROM THE PREVIOUS MINUTES NOT ON THE AGENDA

6. MATTERS TO REPORT

Members are invited to notify the Chairman of matters for report which they wish to be discussed at the end of the meeting. In so doing, the Member(s)/Officer(s) concerned must state the special circumstances which they consider justifies the matter being raised as a matter of urgency. The Chairman will decide whether the item(s) raised shall be considered under Matters for Report.

7. FINANCE

7.1 To receive the latest Management and Communications finance reports.

8. PARISH CENTRE MANAGEMENT

8.1 Update on hirers

8.2 Update on Parish Centre repairs

8.3 To consider engaging a Health & Safety consultant to review our policies and set up processes

8.4 To consider a request to hold a 'drop in' for computer queries run by Computer Friendly

8.5 To consider and approve quotation for painting of external windows

9. PARISH COUNCIL MANAGEMENT

1. To receive Officer reports

2. Staffing matters

10 MATTERS TO REPORT

For discussion only

11. DATE OF THE NEXT MEETING

Friday, 14th April 2023 at 11am, Parish Centre