

**Clerk: Joann Greer**

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**To all members of the Parish Council Facilities Committee**

Dear Councillor,

You are hereby summoned to attend a meeting of Woodhall Spa Parish Council Facilities Committee, which will be held on **THURSDAY 9 DECEMBER 2021 commencing at 6.30pm in the Council Chamber**. The business to be dealt with at the meeting is listed in the agenda.

**PRESS AND PUBLIC WELCOME**

**Signature:**



**Clerk to the Council**

**Date: 02/12/21**

**AGENDA**

1. Comments from the Chair
2. Apologies for absence with reason given
3. Declaration of Members' interests in accordance with the Localism Act 2011  
(Disclosure by all members present of disclosable pecuniary interests in matters on the agenda that have not already been declared on their Declarations of Interests form or put in writing to the Monitoring Officer at East Lindsey District Council)
4. To consider requests from members for a dispensation on any items on the agenda (In accordance with the Localism Act 2011 the Parish Council has the authority to grant any members present a dispensation on their disclosable pecuniary interest so that they may take place in the debate and vote)
5. To approve the notes of the Facilities Committee Meeting held on 21 October as being a true record of the meeting
6. To consider a slight change to the way minutes are recorded. To include a section to record what action the committee has decided is to be taken, the responsible person and the timescale by which the action should happen.

7. Review WSPC Project table in full and specifically
  - a) 2. Bus shelter update (hopefully I will have been in contact with Scott by then)
  - b) 3 & 22 new benches order update + contractor/volunteers to site them
  - c) 4 Traffic Flow (hoping to meet with Richard Fenwick and TRO before our meeting)
  - d) 5. ELDC Asset transfer update
  - e) 9. Gritter, update regarding disposal of old one
  - f) Council website contractor update
  - g) Village planting contract update
  - h) Kirkby Lane cemetery maintenance update
  - i) Update on Wildflower verge
8. To consider the Parish Council Assets register and set up a working group to oversee/review it, check status, condition. insurance, and storage
9. To review and update the Flag Flying policy to include Armistice Day Flag (and any important national/regional/local events)
10. To consider forming a working group to update all council policies starting with the Volunteer, IT & social media and Communication policies for approval and adoption at the Facilities Committee
11. To consider a list of potential Future Village Projects for information only at this point
12. To confirm the date of the next Facilities Committee meeting