



Filey Town Council

Town Clerk ~ Mrs Gina Robinson

Council Offices
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22 July 2016

Dear Councillor

As a Member of the **Property Committee YOU ARE HEREBY SUMMONED TO ATTEND** a Meeting of the **PROPERTY COMMITTEE** to be held on **THURSDAY NEXT, 28 JULY 2016 AT 10.00AM for a site visit at the LAWNS CEMETERY which will be followed by a Property Committee Meeting at approx 11.00am** in the Filey Town Council Offices, Committee Room, 52A Queen Street Offices, Filey.

Please meet at THE LAWNS CEMETERY, PADBURY AVENUE, FILEY at 10.00am.

Yours faithfully

Gina Robinson
Town Clerk

AGENDA

1. **NOTICE OF MEETING** – Public Notice of the meeting has been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972
2. **APOLOGIES**
 - a) to note any apologies for absence
 - b) to receive reasons for absence for acceptance thereon
3. **DECLARATIONS OF INTEREST** – Members are reminded of the need to consider whether they have a disclosable pecuniary interest or personal interest (as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct) to declare in any of the items on this agenda.
4. **ELECTION OF CHAIRMAN** – to re-affirm election of Chairman of the Property Committee for 2016/2017
5. **THE LAWNS CEMETERY**
 - a) to discuss site visit following annual inspection and consider any matters arising thereon.
 - b) to receive information for consideration for quotations for cemetery drainage from the Clerk
6. **COUNCIL OFFICES** – to consider cost of minor works to Council Offices
(copy to be circulated at the meeting)
7. **PROPERTY UPDATE** – to receive any information from the Clerk and Health and Safety Risk Advisor.

Members of the Property Committee

**Cllr R Walker (current Chairman and ex-officio member), Cllr J Casey (current Vice Chairman),
Cllr J Meek, Cllr A Shaw, Cllr J Shackleton
Mr K Leathley – Health & Safety Risk Advisor (non-voting)**