

TELSCOMBE TOWN COUNCIL



To: Chairman and Members of the
Amenities & Civic Centre Committee:-
Cllrs T Armour, T Banning, J Harris
P Howson, B Page, J Page, B Sawyers
A Smith - **Chairman**
Mayor & Deputy Mayor – **Vice Chairman**

Telscombe Civic Centre
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1st July 2010

Dear Sir/Madam

You are summoned to attend a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** which will be held on **Thursday 8th July 2010** in the Telscombe Civic Centre at 7.30 pm when it is proposed to transact the following business. Members of the public have the right to attend and will be able to ask questions at the commencement of the meeting for a 15 minute period.

Yours faithfully

Stella Newman

Stella Newman
Acting Town Clerk

A G E N D A

1. Public question time
2. Apologies for absence and substitutions
3. To receive Members' declarations of prejudicial and personal interest
4. To approve and sign minutes of the meeting held on Monday 24th May 2010
5. Matters arising for noting

Amenities Items

6. To note landscape maintenance site directions
7. To consider replacement for bench in Longridge Avenue, East Saltdean
8. To note ESCC response regarding tree works in Chatsworth Park as requested by MLL Telecom – *see attached*

Civic Centre Items

9. Update on kitchen works – *estimates for electrical works attached*
10. To note costings for automatic opening front doors for the Civic Centre – *see attached*
11. To agree room hire feedback questionnaire
12. To agree room hire booking fee
13. To discuss marketing the Civic Centre
14. To discuss unpaid invoice for £245 – *see attached*
15. Any other business the Chairman considers as urgent

NB Date of next meeting of the Committee – **Monday 13th September 2010 at 7.30 pm**