



SHERBURN IN ELMET PARISH COUNCIL

Notice is hereby given that a Meeting of Sherburn in Elmet Parish Council Asset Management and Events Committee will be held:

Date: Monday 1 August 2022

Time: 7.15pm

Venue: Harry Mountain Room, Eversley Park Centre Low Street Sherburn in Elmet LS25 6BA

Protocol on audio/visual recording and photography at meetings: By virtue of Openness of Local Government Regulations 2014 recording of Parish Council meetings is permitted; subject to:

(i) Compliance with the Council's protocol on audio/visual recording and photography at meetings which can be [found here](#)

(ii) Any recording must be non-disruptive.

It is requested that anyone wishing to record any council meeting informs the clerk to the council: clerk@sherburninemet-pc.gov.uk

The business to be transacted at this meeting is listed below

27.07.22

AGENDA

Item 1.	Apologies: a. To receive and note apologies for absence. b. To consider reasons for absence received
Item 2.	Declarations of Interest: a. To receive any declarations of interests from Members b. To consider any dispensation requests received

Item 3.	Public session:
Item 4.	Minutes a. To approve minutes of Asset Management and Events Committee Meeting held 6 June 2022, as a true and accurate record of that meeting
Item 5.	Asset Management a. To receive a report from the SEPC Asset Maintenance Manager b. Asset maintenance – to consider priorities for staff workloads and staff support c. Litter Picking - to consider priorities and action related to emptying of bins on SEPC land. d. Watering of plants - to consider purchase of a motorised water bowser. e. Opening/closing of gates - to consider contingency arrangements for staff leave, etc. f. To receive play area inspection reports and approve any action required. g. To consider grass cutting contract h. Matter related to SEPC Allotments: i) To receive a report on the meeting with allotment meeting holders ii) To consider work to be completed on the allotment carpark area and preparation for a storage container and action required iii) To consider quotes for the purchase a suitable storage container iv) To consider temporary removal of gate post to allow access for storage container
Item 6.	Events: a. To receive a report of recent events - 2022 Gala and 2022 Jubilee Events b. To receive and overview future events and compliance with statutory provisions and best practice c. To consider actions re: Yorkshire Day 2023 d. To consider equipment required for future events, budget and specification. e. To consider Picnic in the Park style event and action required.
Item 7.	Risk Management: a. To receive an update on Health and Safety inspections and consider any action arising from said inspections

Item 8.

Next meeting:

To confirm date, time and venue for next meeting of SEPC Asset Management and Events Committee