

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

5 June 2018

Dear Councillors: D Spear, Bunyard, De Groot, E Spear, Bradford, Wood and Mrs Wellstead.

You are summoned to attend the Property Committee Meeting of Braunton Parish Council, which will be held on **MONDAY 11 JUNE 2018 at 6 pm**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are welcome to attend.

Yours faithfully,

A handwritten signature in black ink that reads "T. Lovell".

Mrs T Lovell
Clerk to the Council

AGENDA

- 1) Receive apologies.
- 2) Declarations of Interest - Councillors are requested to complete the book provided before the meeting.
Interests must be re-declared when the item is called.
- 3) Sign and approve Minutes of the Property Committee meeting held on 30 May 2018, attached.
- 4) Braunton Community Work Hub consider and approve, as follows
 - i. Website – approve online bookings software.
 - ii. Furniture, fixtures and fittings - consider options and costs and approve prior to purchase.
 - iii. Provision of refreshments – consider and approve either purchase or hire of coffee machine, as per the Devon Work Hub Agreement.