

27 October 2016

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Amenity Areas Sub-Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Thursday 3 November 2016 at 6.30pm.

Yours faithfully,

Andrew C. Coates
Town Clerk

Membership: Cllrs Bushell, Cornelius, Foster, Kingdon, Lewis, Moore, Way, Worden,
Yeo and Mayor ex officio

AGENDA

1. Election of Chairman.
2. Election of Vice Chairman.
3. Apologies for absence.
4. Chairman's announcements.
5. Declarations of Interest.
6. **APPROVAL OF MINUTES**
Amenity Areas Sub-Committee 28 April 2016 ENCLOSED
7. **TERMS OF REFERENCE**
Please find enclosed a copy of the amended Terms of Reference in respect of
this Sub-Committee for approval and adoption. ENCLOSED

Continued ...

AMENITY AREAS SUB-COMMITTEE
3 November 2016

8. **POND IN COMMUNITY WOODLAND**

The Clerk has obtained a further quote for works to the pond in the Community Woodland in the sum of £950.00 plus VAT and a decision is required whether or not to accept this quote.

9. **CAR PARKING RE GAS LANE AND AREA**

Cllr Worden has requested that this item is placed on the agenda and will report to members.

10. **OPEN SPACE AREA – GULLACOMBES**

Cllr Bushell has requested that this item be placed on the agenda in order to consider formulating a low maintenance long-term strategy and landscaping for the above area.

11. **ITEMS BROUGHT FORWARD BY COUNCILLORS FOR INFORMATION AND/OR PLACING ON FUTURE AGENDAS**

This item has been included on the agenda to enable members the opportunity to raise any issues regarding amenity areas and if necessary, to pass a formal resolution to include items on a future agenda.

END

15 February 2017

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Amenity Areas Sub-Committee of the South Molton Town Council to be held in the Garden Room, The Amory Centre, 125 East Street, South Molton on Monday 19 February 2017 at 11.00am.

Yours faithfully,

Andrew C. Coates
Town Clerk

Membership: Cllrs Bushell, Cornelius, Foster, Kingdon, Lewis, Moore, Way, Worden,
Yeo and Mayor ex officio

AGENDA

- 1.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Amenity Areas Sub-Committee 3 November 2016 ENCLOSED
5. **DOG WARDEN IN SOUTH MOLTON**
Mr Alan Kyle will be in attendance to explain his role as Dog Warden and Environmental Officer for this area of North Devon.
6. **REPAIRS TO LINHAY**
Please find enclosed estimated costings for the repair of the linhay at Station Road for consideration by members. A decision is required whether or not to proceed with these works.

Continued ...

AMENITY AREAS SUB-COMMITTEE
19 February 2017

7. The Clerk will report on the following issues which were raised at the last meeting of this Committee:
- i) Grass Cutting
 - ii) Amenity Areas Held by NDC
 - iii) Public Open Spaces Areas
 - iv) Grass Cutting Areas
 - v) Section 106 Money Allocation

Please find attached a map detailing responsibilities for grounds Maintenance which may assist in some of the above issues.

ENCLOSED

END

12 March 2017

Dear Sir/Madam,

I hereby invite you to attend a meeting of the Policy, Procedures & Strategy Sub-Committee of the South Molton Town Council to be held in the Town Hall, South Molton on Thursday 20 April 2017 at 11.00am.

Yours faithfully,

Mr A. C. Coates
Town Clerk

Membership: Cllrs Cornelius, Foster, C. Lock, Moore, Worden & Mayor ex officio

AGENDA

1. Apologies for absence.
2. Chairman's announcements.
3. Declarations of Interest.
4. **APPROVAL OF MINUTES**
Policy, Procedures & Strategy Sub-Committee
- 22 March 2017 ENCLOSED
5. **TOWN COUNCIL POLICIES**
Please find enclosed the following policies which require annual review and approval by members: ENCLOSED
 - i) Absence Management Policy
 - ii) Acceptable Behaviour Protocol
 - iii) Anti-Fraud & Corruption Policy
 - iv) Community Engagement Strategy – Draft
 - v) Complaints Procedure
 - vi) Equal Opportunities Policy
 - vii) Training Policy – Draft

END
