



**DURRINGTON TOWN COUNCIL**  
**COUNCIL OFFICE, VILLAGE HALL, HIGH STREET, DURRINGTON, SP4 8AD**  
**01980 654772 clerk@durringtontowncouncil.gov.uk**

Councillors nominated to the **Facilities and Amenities Committee** are hereby summonsed to attend the following meeting. Please inform the Clerk if you are unable to attend.

### **NOTICE OF MEETING**

**MEETING:** Facilities and Amenities.

**DATE & TIME:** Monday 3<sup>rd</sup> February 2025 at 6pm.

**PLACE:** Robinson Room, Village Hall, High Street, SP4 8AD.

This is a meeting in public, not a public meeting. If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email [clerk@durringtontowncouncil.gov.uk](mailto:clerk@durringtontowncouncil.gov.uk) or phone 01980 654772. The Clerk will then guide you with the process the meeting will take and assist you with any GDPR requirements you may have.

**J Tudor** – Clerk to the Council

Date 28<sup>th</sup> January 2025

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### ***Public Meeting***

#### **6.00pm Public Question time**

This section (at the Chairmans discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 as amended by the LG Act 1972 s 100.

#### **AGENDA**

- FAC 16. APOLOGIES
- FAC 17. DECLARATION OF INTERESTS
- FAC 18. REPORT FROM CLERK AND MATTERS ARISING FROM PREVIOUS MINUTES
- FAC 19. REVIEW OF CURRENT TERMS OF REFERENCE
- FAC 20. ASBESTOS UPDATE
- FAC 21. RECYCLING CHANGES
- FAC 22. PLAYPARK ANNUAL INSPECTION REPORTS
- FAC 23. RISK ASSESSMENTS 3 YEARLY REVIEW
- FAC 24. VIDEO SCREEN FOR MEETINGS
- FAC 25. 10 YEAR MAINTENANCE PLAN REVIEW
- FAC 26. DATE OF NEXT MEETING

**FAC 16. Apologies for Absence**

To approve any apologies received.

**FAC 17. Declarations of interest**

To receive members declarations of interest in matters on the agenda.

**FAC 18. Facilities report from the Clerk and matters arising from previous minutes**

Report from Clerk regarding current state of facilities and ongoing projects.

**FAC 19. Review of Committees current terms of reference**

To consider if the terms of reference enables the committee to perform effectively and if not what changes are required.

**FAC 20. Asbestos Update**

To decide how to proceed with the outstanding work.

**FAC 21. Recycling changes**

The committee will consider its current and possible changes in its recycling procedures.

**FAC 22. Playpark Annual Inspection Reports**

The committee will consider the professional annual inspection reports.

**FAC 23. Risk Assessment reviews**

The committee will consider instructing the professional risk assessors to review the risk assessments for all the facilities.

**FAC 24. Video screen for meetings**

The committee will consider installing a video screen in the Robinson Room for all meetings to use, and for use by the library and hirers.

**FAC 25. 10-year maintenance plan review**

The committee will consider the 10-year plan and look at putting together a proposal for the ongoing maintenance of the facilities including looking at a reserves policy for ensuring money is saved annually for big projects.

**FAC 26. Date of Next Meeting – 7<sup>th</sup> April 2025 at the Pavilion.**