



# BECCLES TOWN COUNCIL

TOWN HALL, THE WALK, BECCLES, NR34 9AJ  
TEL 01502 712109 ~ FAX 01502 716166  
admin@beccles.info  
www.beccles.info

You are summoned to a meeting of the **Assets and Environment Committee** to be held on **Monday 12 February 2018 at 11.00am** in the Council Chamber of Town Hall

Claire Boyne  
Town Clerk  
6 February 2018

**Committee members:** Mrs C Topping (Chair), G Catchpole (Deputy Chair), E Brambley-Crawshaw, Mrs S Bubb, A Downes, N Elliott, Mrs M Haynes, J Janney, R Stubbings,

## AGENDA

1. To receive apologies for absence
2. To receive Declarations of Interest or any requests for the granting of dispensations in relation to any Disclosable Pecuniary Interests in items on the Agenda
3. To receive for accuracy and adoption the minutes of the Assets and Environment Committee meeting held on Monday 15 January 2018 (*attached*)
4. To receive the minutes of the Pride in Beccles meeting held on Wednesday 31 January 2018 (*minutes to follow*)
5. To receive the notes of the Blyburgate Hall Operational Group meeting held on Monday 15 January 2018, the draft booking and hire conditions forms and consider how the hall will operate following the resignation of the current caretakers (*notes and forms attached*)
6. To consider the repairs and improvements required to the Blyburgate Hall cottage that is attached to the hall (*clerk's report attached*)
7. To discuss the idea of hosting a Gin Festival at Blyburgate Hall in July
8. To investigate the spending of the S106 contribution of £956 and consider using it to finance the painting of the gates leading onto The Avenue (*schedule attached*)
9. To review and agree the Asset Register (*register attached*)



Mrs Claire Boyne ~ Town Clerk  
Mr Charlie Middleton ~ Deputy Town Clerk

10. To review progress on the council's Action Plan for 2018/19 (*attached*)
11. To review progress on the committee's Project List (*attached*)
12. To confirm the date of the next meeting as Monday 12 March 2018
13. **Admission to meetings - pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the remaining matter**
14. To receive quotations in respect of a new entrance lock for Blyburgate Hall (*quotations attached*)