

THE IVERS PARISH COUNCIL

29th October 2024

To all Members of the FACILITIES AND EVENTS COMMITTEE

You are hereby summoned to attend the **Facilities & Events Committee of The Ivers Parish Council** to be held on **Wednesday 6 November 2024** commencing at **7.00pm**. This meeting will be held at The Hub, Parish Council Offices (45B High Street, Iver, SL0 9ND) for the purpose of transacting the following business.

Karen Crowhurst

Locum Clerk

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
 - a. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest;
 - b. To receive any written requests for dispensations for disclosable pecuniary interests;
 - c. To grant any requests for dispensation as appropriate.
3. **PUBLIC PARTICIPATION** - *An Open Session will be held for members of the public who may make representations, ask questions and give evidence about agenda items. Parish Councillors may also make comment at this time. Each person speaking will usually be limited to three minutes. Duration of this part of the meeting usually to be no longer than fifteen minutes.*
4. **MEETING MINUTES**

To confirm and sign the minutes of the meeting held on the 4th September 2024 - see Appendix 4.
5. **CHAIR'S ANNOUNCEMENTS**
6. **IVER SCOUT HUT – PROPOSED IMPROVEMENTS TO OUTDOOR AREA**

To receive and approve the plan for an improved outdoor area (a representative from 1st Iver Scouts will attend the meeting to answer committee's questions) - see Appendix 6.
7. **FINANCE**
 - a) To receive the Facilities & Events Budget Comparison Report dated 25th October 2024 - see Appendix 7a.
 - b) To receive the Facilities & Events Ear Marked Reserves List dated 25th October 2024 – see Appendix 7b.
8. **FACILITIES AND EVENTS COMMITTEE ACTION PLAN**

To receive the Facilities and Events Committee Action Plan – see Appendix 8.
9. **DRAFT FACILITIES & EVENTS COMMITTEE BUDGET 2025-26**
 - a) Committee to consider the draft Facilities and Events Income Budget in preparation for recommendation to Full Council in December 2024 - see Appendix 9a.
 - b) Committee to consider the draft Facilities and Events Expenditure Budget in preparation for recommendation to Full Council in December 2024 - see Appendix 9b.
 - c) Committee to agree a Schedule of Fees and Charges for 2025-26 in preparation for

recommendation to Full Council in December 2024:

- see Appendix 9c (1) – no fee increase

- Appendix 9c (2) – fees increased by CPI (1.7%) and rounded to the nearest £ for accurate administration

10. JUBILEE PAVILION CHANGE OF USE – FOOTBALL FOUNDATION

- a) Committee to review the building plan and make suggestions for reconfiguration, for submission to the Football Foundation – see Appendix 10.
- b) Committee to consider further actions it wishes to take.

11. CHRISTMAS LIGHTS SWITCH ON EVENT – 23RD NOVEMBER 2024

- a) Committee to receive a list of proposed stalls and confirmation of those stalls who are approved to participate in the event (those that have provided Public & Product Liability Insurance confirmation, Food Hygiene Certification, animal licence, etc.) see Appendix 11.
- b) Cllr Stanhope to give an oral update on the completion of a Risk Assessment, SAG Form and Site Layout.
- c) Committee to agree any actions necessary.

Cllrs on the Committee: Cllrs Ciarán Beary (ex-officio), Peter Kinchin (ex-officio), Kevin Brown, Julie Cook, Vishal Gupta, Wendy Matthews, Peter Stanhope, Michael Sullivan and Graham Young

Copies to: Cllrs Sam Bhachu, Mohinder Bhatti, Adam Burke, Sarah Hutchins and John Rossetti