

Notice of Meeting on 25th September 2025
Elmstead Parish Council – New Community Centre Committee
Community Centre, School Road, Elmstead Market, CO7 7ET

To: Members of the Elmstead Parish Council New Community Centre Committee

You are hereby summonsed to attend a meeting of the New Community Centre Committee to be held at the Community Centre, School Road on Thursday 25th September 2025 at 7.00pm.

The press and members of the public are cordially invited to attend.

Agenda

25/066 Chairman's welcome

25/067 Apologies of Absence

25/068 Declaration of Pecuniary Interests and Personal Interests

25/069 Approval and signing of the minutes from the meeting of 26th June 2025

25/070 Approval and signing of the minutes from the meeting of 28th August 2025

25/071 Public Speaking

There is a maximum of 15 minutes of public speaking, with a maximum of 5 minutes per member of public.

During the public speaking: Members of the public and guests can address the Committee on matters presented on the publicised agenda. The Committee can only take decisions on agenda items. Matters raised that are not on the agenda can be carried forward for a response at a later date.

After the public forum: Members of the public are asked to respect that this is a meeting to conduct committee business and interruptions during the remainder of the meeting are not permitted, unless specifically invited to speak.

25/072 Work stages 4a (building regulation stage) and 4b (tender stage).

- i) To discuss timing for meetings and decisions to be made.
- ii) To discuss a tender scoring matrix.
- iii) To discuss other information to be provided with the tender documents, to include a briefing document/introduction.

25/073 Survey

To discuss survey results.

25/074 Funding update

- i) To review the current funding.
- ii) Any update on potential additional funding or the public survey.

25/075 Any other updates

25/076 Matters raised for the next agenda or for information only

25/077 Date of next committee meeting

Signed: A Baxter Clerk to the Council. Dated: 21st September 2025