



'Committed to Improving the Quality of Life in North Hykeham'

North Hykeham Town Council

Deputy Clerk: Mrs S E Green

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13 July 2017

Dear Councillor

Your presence is requested at a meeting of the Estates & Operations Committee to be held in the Council Chamber, Civic Offices, Fen Lane, North Hykeham on Wednesday 19th July 2017 at **7.30pm.**

Yours faithfully

Mrs S Green

Deputy Clerk to the Council

AGENDA

1. Election of Chairman
2. Acceptance of Apologies for absence
3. Declaration of Members' Interests in any Item
4. Approval of Open Spaces & Recreation Committee Minutes dated 23rd March 2017 (see attached) and Estates & Operations Committee Minutes dated 24th May 2017 (see attached)
5. Any comments and questions on updated Service Staff Priority List (to follow) – Services Supervisor to attend
6. Members Reports on Areas of Responsibility
7. Open Spaces and Buildings Annual Committee Inspection
8. Hykeham Community Hub Landscaping Proposal
9. Ratification of Purchase of Annual Rospa Inspection(see attached)
10. Vehicle Leasing Update
11. Fencing around Chapel Fields and area at St Aiden's Park – refreshed quotations (to follow)
12. Provision of Compound/Wash Station at Civic Offices
13. Acceptance of Heating Service and Maintenance Contract (to follow)
14. Entrance to Civic Offices
15. Discussion on new chairs for Council Chamber
16. Items for inclusion on next agenda & date of compilation of next agenda

Office Opening Hours : Monday to Thursday 09.00-15.30
Fridays 09.00-15.00