

St Leonards & St Ives Parish Council
The Parish Office
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3rd February 2021

To: Playpark Committee

Dear Councillor

MEETING OF THE PLAYPARK COMMITTEE

You are hereby summoned to attend a meeting of the Playpark Committee to be held virtually on **Monday 8th February 2021** at **5.00 pm**, to transact the business as listed on the agenda below: -

JR ROSS

Mr Jonathan Ross, Clerk to the Council

Meetings are video recorded to facilitate the compilation of the Minutes only, by attending the meeting you are deemed to be consenting to the recording by default. It is asked that you join the meeting with your video enabled.

AGENDA

1. **Public Open Forum** for 5-10 minutes - whilst we trust that the published link works, the public may submit any comments on the matters listed on this agenda by email to clerk@stleonardspc.org.uk these will be circulated to members. The public may attend the meeting and can obtain the link for the meeting by contacting the clerk by email.
2. **Pecuniary Interests:** Members are required to declare any Pecuniary Interests which have not already been included on their Register of Interests form.
3. **Apologies:** To receive Apologies for absence.
4. **Minutes of the Playpark Committee** – This is the first official meeting of the Playpark Committee.
5. **Matters Arising:**
 1. To review and approve the costs to carry out the following works:
 - (1) Removal of the gravel from site
 - (2) The disassembly of the existing playpark equipment
 - (3) The removal from site of the playpark equipment
 - (4) Tree works
 - (5) Double gate installation
 - (6) Miscellaneous other works
 2. To discuss the tender returns and evaluation process.
 3. To discuss timescales
 4. To discuss budget.
6. **Exchange of information:** Next meeting date to be confirmed.