

NOTICE OF MEETING

Amenities Committee

7.45pm on Tuesday 18 January 2022 (Virtual meeting)

To Councillors

Dr Barnard, Mrs Collings, Mrs Gill, Ms K Jones, McCracken, and Ms Thorin

You are summoned to attend an advisory meeting of Amenities Committee on Tuesday 18 January 2022 at 7.45pm. Recommendations from the meeting will be considered in accordance with the delegations approved by the council on 5 May 2021.

The meeting will take place on the Zoom platform. Please use the link in the e-mail or use the following details:

Meeting ID: 898 3632 7176

Passcode: 0033991

Any apologies for absence should be communicated to the Clerk ahead of the meeting.



Jason Mawer

Clerk to the Council

The seven principles of public life

Selflessness | Integrity | Objectivity | Accountability | Openness | Honesty | Leadership

AGENDA

Meeting of Amenities Committee

7.45pm on Tuesday 18 January 2022 (Virtual meeting)

Sound recording, photography, filming, and use of social media at meetings that are held in public are permitted. Those wishing to record proceedings are however advised to contact the Parish Clerk for further information before the start of the meeting.

No.	Item	Page
A22-001.	Chairman's welcome	
A22-002.	Public participation (max duration 10 mins)	4
A22-003.	Apologies for absence To approve apologies for absence.	
A22-004.	Declarations of interest Members are asked to declare any disclosable interest or affected interest in respect of any matter to be considered at this meeting.	5
A22-005.	Minutes of the previous meeting To approve the minutes of the committee meeting of Tuesday 16 November 2021 and for the minutes to be signed by the presiding chairman at the earliest opportunity.	6
A22-006.	Clerks Report incorporating regular reporting The report contains actions taken on arising from the last meeting of the committee and other items for information, including recurring reports on usage and condition.	9
A22-007.	Allotment Liaison Group To consider proposals for an Allotment Liaison Group	11
A22-008.	Rates and Charges 2022-23 To consider and approve the rates and charges for 2022-23.	13
A22-009.	Budget 2022-23 outcomes To receive an update on the 2022-23 budget	16
A22-010.	Events and activities in 2022 To receive an update on events for 2022	19
A22-011.	Date of the next meeting and future agenda items The provisional date of the next meeting will be Tuesday 15 March 2022	21

No.	Item	Page
A22-012.	Exclusion of the Public and the Press	22
A22-013.	Brownlow Hall lease and potential use To consider the recommendation from the Office Accommodation review and a lease extension for the Brownlow Hall	23
A22-014.	Closure of the meeting	

Recommendations from the meeting will be considered in accordance with the delegations approved by the council on 5 May 2021.

PUBLIC PARTICIPATION

A period of up to 10 minutes is set aside at the start of the meeting for the public to make either make a statement or ask questions of the committee. This time will also include any written representations received by the Parish Clerk in advance of the meeting.

Each member of the public may speak for no more than five minutes, and they should direct their comments to the chairman of the meeting.

If the matter raised is not on the agenda for the meeting the council, it may be discussed at a future meeting of the council. If the matter is on the agenda, the council will consider the matter raised at that time.

A summary of the arrangements and rules regarding public participation can be found on the council website at www.warfieldparishcouncil.gov.uk

Members of the public are reminded this is not a public meeting and they may only speak with the authority of the chairman of the meeting, who will decide who to call. Any person who obstructs the transaction of business at a meeting or behave offensively or improperly will be asked by the chairman of the meeting to moderate or improve their conduct or they will be asked to leave the meeting.

Note to members:

The following statements are taken from the approved guide to Public Participation (June 2019)

- 3.6 Neither Councillors nor the Clerk should be put under pressure to respond immediately to comments made under public participation. Members of the public do not have a right to force items onto the council agenda nor to insist on how matters are recorded in the minutes.
- 3.7 A question raised by a member of the public during a public speaking session shall not require a response and there should be no debate or discussion between the Council and the public.

The Councils Standing Orders (May 2019) state:

- 3 h. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

DECLARATIONS OF INTEREST

Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.

Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Parish Clerk in attendance that they are withdrawing as they have such an interest.

If the Disclosable Pecuniary Interest is not entered on the register of Members interests the member must ensure this is updated within 28 days.

Any Member with an affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Parish Clerk should be notified of the interest, if not previously notified of it, within 28 days of the meeting.

MINUTES OF THE PREVIOUS MEETING

AMENITIES COMMITTEE

MINUTES OF THE MEETING

Held **virtually** on **Tuesday 16 November 2021** at **7.45pm**

Members present: Cllrs Dr Barnard, Mrs Collings, Mrs Gill and Ms Thorin

Other attendees: Parish Clerk and eleven members of the public

001. Chairman's welcome

The Chairman welcomed members and the public to the meeting.

002. Public participation

Mr Mullier asked if consideration would be given for the council and ploholders to work together better.

Mrs Pounce asked if consideration could be given to careful drainage of the water tanks to prevent flooding at the top of the site.

Both matters were noted and would be taken under consideration.

003. Apologies for absence

Apologies for absence were received from Cllrs Ms K Jones and McCracken.

004. Declarations of Interest

Cllr Dr Barnard declared an interest as the ward councillor for Warfield Harvest Ride on Bracknell Forest Council.

Cllr Mrs Collings declared an interest as a member of the Warfield Environment Group.

Cllr Ms Thorin declared an interest as her partner is employed by the council.

005. Minutes of the previous meeting

The minutes of the meeting of 15 June 2021 and the extra-ordinary meeting of 15 July 2021 were circulated to members ahead of the meeting. Cllr Dr Barnard proposed approval of the minutes, and this was seconded by Cllr Mrs Gill. The minutes were APPROVED by members present.

006. Clerks Report

The Clerks report, incorporating regular reporting was circulated to members ahead of the meeting.

The Clerk was asked about the lighting at the Whitegrove Community Centre that required replacement. The Clerk explained that the fittings were some 25 years old and

that bulbs had failed that could not be replaced because of the style of bulb and the breaking down of the lighting component.

The Clerk was asked if the bird identifier board at Frost Folly belonged to the parish council. The Clerk confirmed it was.

The Clerk was asked if the proposed outdoor gym equipment was required. The Clerk advised that this was a decision for members as the proposal was brought forward from the Parish Plan.

The Clerk advised members that the Rangers were looking to make more of a feature of the Quelm Stone at Larks Hill.

The Clerk's Report was noted.

007. Quelm Allotment report

A report was circulated to members ahead of the meeting providing an update on the allotments.

It was noted that removing the covers on the hedge was now needed. The Clerk was asked to obtain a boot scraper as well as a mat for the communal building.

The report was noted.

008. Environmental Working Group

The Clerk circulated proposals for the recruitment of consultants. Members were asked to feedback to the Clerk.

009. Budget Items

The Clerk circulated a report to members on items for inclusion in the 2022-23 budget and the medium-term financial plan.

The report was noted.

010. Council lease

The Clerk provided a verbal report to the committee on the time remaining on the leases at the Brownlow Hall and Whitegrove Community Centre.

The Clerk advised members that he had for an initial conversation with Bracknell Forest Council over the Whitegrove Community Centre.

011. Events

The Clerk circulated a report on the proposed events for 2022.

Members expressed interest in developing the community take and grow event proposed.

Members asked that the Village fete be added to the programme.

012. Date of the next meeting

The date of the next meeting was set for Tuesday 18 January 2022.

013. Closure of the meeting

The meeting was closed at 9.14pm

CLERKS REPORT

1.0 Purpose of this report

- 1.1 This report contains actions taken following the last meeting of the committee and other items for information, including recurring reports.

2.0 Actions taken from the last meeting

- 2.1 A heavy duty mat, scraper and lighting for the allotments are on order.
2.2 Budget inputs have been made.

3.0 Usage

- 3.1 Regular users at the Brownlow Hall and Whitegrove Community Centre have returned following the Christmas break. We are due to welcome Ascot Bridge Club on Thursday afternoons every other Wednesday to the Brownlow Hall along with the Winkfield Brownies on a Monday early evening. The Bracknell Bridge Club have decided not to return on Monday evenings.
3.2 We are continuing to process requests for casual bookings which have been coming in at two-three requests per day, which is putting considerable pressure on the team as we process these and see if the requests can be accommodated.
3.3 The allotment site remains at full occupancy, with empty plots being offered for letting almost immediately after vacation.

4.0 Cleaning, caretaking, and maintenance

- 4.1 The new Caretaker joined in November and has been working through our small maintenance backlog and identifying other work requirements.
4.2 An electrical fault affecting the toilet area at Brownlow was identified and corrected. The lighting units in the toilets were replaced as the fittings were for discontinued bulbs and have been replaced by low energy LEDs. A further fault was identified as affecting the output of the main hall heating. Since this was identified and repaired the heating in the main hall has been fully restored.
4.4 The bird identifier board at Frost Folly has been removed to the Brownlow Hall for repair and will be reinstalled in the Spring.
4.5 The caretaker is continuing with various pieces of work across Brownlow Hall, Whitegrove Community Centre, and the Allotments and these will be completed by March.

5.0 Whitegrove Canopy

- 5.1 The planning application is currently awaiting validation by the BFC Planning team.

6.0 Brownlow Hall rent review

- 6.1 There is no update on the rent review. The Clerk has asked the Trustees for a further meeting.

7.0 Allotments

- 7.1 All keys for the site and communal building have now been issued.
- 7.2 A temporary light has been installed at the allotment building and further fitting will follow.
- 7.3 Water tank cleaning will commence in February.
- 7.4 A replacement glazed unit is on order as is material for the security grills for the windows and doors. We are looking to install both at the same time.
- 7.5 We are continuing to look at a simple solution for rainwater harvesting and an option put forward by ploholders is being carefully considered. An alternative, cost effective option is also being explored and a decision will be concluded shortly as we would look to install for the new season.

8.0 Recommendations

Members are asked to note the report.

ALLOTMENT LIAISON GROUP

1.0 Purpose of this report

1.1 This report contains a proposal to set-up an allotment liaison group to act as a conduit between the council and allotment ploholders.

2.0 purpose and operation of the liaison group

2.1 The Allotment Liaison Group (ALG) is proposed to provide a forum to enable a mutual exchange of information and views about current and potential allotment issues between allotment stakeholders: Council members, allotment holders and Council staff. The ALG would report to the Amenities Committee and would meet at least three times a year, at least three weeks before an Amenities Committee meeting, usually in March, June, and September.

2.2 Meetings to be organised by the Parish Clerk and to take place in the evening, either in person or virtually.

2.3 The terms of reference for the ALG are attached in appendix 1.

2.4 Membership of the ALG would consist of The Chair of the Amenities Committee and two other nominated Warfield Parish Councillors, The Parish Clerk and Three allotment representatives, elected every two years.

2.5 The set-up of the ALG will allow the committee to consider future options for a management committee as proposed by the Parish Plan (Parish Amenities no. 2).

3.0 Initial appointments

3.1 Nominations for council members will take place at the March committee meeting.

3.2 The Clerk would seek self-nominations for representatives from plot holders from 1 February through to 21 February. If there are more than three nominations an election would be held between 1 March and 11 March. This would be on the basis that each plot holder would be provided with a candidate list and asked to vote for three candidates. Spoilt papers or multiple voting would not be counted. The result would be announced at the committee meeting of 15 March.

3.3 An explanation of the work of the ALG and the role of representatives will be sent to all ploholders prior to nominations opening.

3.4 The first meeting of the ALG would take place in w/c 2 May 2022.

4.0 Recommendation

4.1 Members are asked to approve the creation of the ALG and the arrangements set-out in this report and appendix 1.

Appendix 1

Name of working group	Allotment Liaison Group (ALG)
Responsible committee	Amenities
Membership	The Chair of the Amenities Committee and two nominated Warfield Parish Councillors, The Parish Clerk and Three allotment representatives, elected every two years.
Purpose	To provide a forum to enable a mutual exchange of information and views about current and potential allotment issues between allotment stakeholders: Council members, allotment holders and Council staff.
Duration	The mandate for the liaison group will be subject to review by the Amenities Committee every two years.
Meetings	The ALG will meet three times a year, wherever possible, at least three weeks before an Amenities Committee meeting, usually in January/February, May/June, and September/October to fit the meeting schedule. Meetings to be organised by the Parish Clerk and to take place in the evening, either in person or virtually.
Reporting	The ALG will report to the next Amenities Committee meeting.
Authority	The ALG will have no authority to take decisions. The ALG has no budget and cannot expend monies on behalf of the council. The ALG may make recommendations to the Amenities Committee. The ALG will follow the rules of meetings as laid out in the Standing Orders.
Agenda and minutes	A standing agenda will be produced for the ALG, and the Clerk will make notes from the meeting and circulate.
Public attendance	Meetings of the ALG will not be open to the public.

RATES AND CHARGES 2022-23

1.0 Purpose of this report

1.1 This report contains the proposed rates for users of the Brownlow Hall, Whitegrove CC and Quelm Allotments for 2022-23.

2.0 Basis of changes

2.1 COVID has impacted the parish council's income and the financial viability of many of our groups. As the income of the council is dependent on these groups using our halls, the council froze the rates for 2021-22 at the 2020-21 levels.

2.2 With groups now operating normally, but the council facing increased costs, particularly utilities, the proposal is to increase all rates by an average of 4.0%, rounded to the nearest 25p. This would offset some of the increased costs absorbed by the council.

3.0 Brownlow Hall & Whitegrove Community Centre

3.1 The proposed rates for 2022-3, effective from Friday 1 April 2022 are:

Commercial / Private hourly Rates

Location	Room	Current Rate	Proposed Rate	Change
Brownlow Hall	Whole Building ¹	£54.75	£56.50	+£1.75
	Hall + 1 room ²	£45.50	£47.25	+£1.75
	Hall only	£35.00	£35.00	+£1.50
	Blue Room	£17.50	£17.50	+£0.75
	Green Room	£15.00	£15.00	+£0.50
Whitegrove Community Centre	Whole building	£28.75	£30.00	+£1.25

Maximum charge of 10 hours will be applied for commercial/private bookings

Regular hourly rates (for new users)³

Location	Room	Current Rate	Proposed Rate	Change
Brownlow Hall	Whole Building	£34.00	£35.25	+£1.25
	Hall + 1 room	n/a	n/a	n/a
	Hall only	£18.00	£18.75	+£0.75
	Blue Room	£14.50	£15.00	+£0.50
	Green Room	£11.50	£12.00	+£0.50

Whitegrove Community Centre	Whole building	£15.00	15.50	+£0.50
------------------------------------	----------------	---------------	--------------	---------------

Community Rates (for new users)⁴

Location	Room	Current Rate	Proposed Rate	Change
Brownlow Hall	Whole Building ¹	£28.00	£29.25	+£1.25
	Hall + 1 room ²	£23.25	£24.00	+£0.75
	Hall only	£13.25	£13.75	+£0.50
	Blue Room	£10.00	£10.50	+0.50
	Green Room	£8.00	£8.25	+£0.25
Whitegrove Community Centre	Whole building	£13.25	£13.75	+£0.50

1. Includes the kitchen and the Rose room for all other bookings these rooms are available on a shared basis except for children's parties.

2. The extra room can be the blue room or green room only.

3. Regular booking status is for weekly or monthly groups on application to the booking agent.

4. Community rates are offered at the discretion of the booking agent.

3.2 Existing regular and community users at the Brownlow Hall have traditionally paid differing rates and below those set for new users. For 2015-16 the Brownlow Hall Management committee decided to begin moving the rates for existing regulars towards those for new regular/community hirers. The transition will end in 2022-23 as all groups will be moved to the standard rates. This will result in some larger increases but will also make billing easier and less prone to error.

3.4 This change will affect a minimal number of users at the Brownlow Hall. All regular users at the Whitegrove Community Centre are at standard rate.

3.5 In line with recent practice the rates paid by current users is not disclosed.

4.0 Weekly/special bookings

4.1 During school holiday periods, the absence of the preschool opens the opportunity for youth orientated groups to make use of the council's facilities. The practice has been for the committee to delegate to the Clerk the authority to negotiate weekly/special rates with organisations to achieve the best return for the council.

5.0 Allotments

5.1 The rates for the allotments remain unchanged for 2022-23. A rate change will apply from 1 April 2023, and this will be subject to agreement at the March committee meeting.

Plot Size	2021-22 rate	2022-23 rate
Half plot	£68.75	£68.75
Quarter plot	£55.00	£55.00
1/8 plot	£41.25	£41.25

6.0 Recommendations

- 6.1 The committee is asked to approve the rates for 2022-23 and delegate the rate setting of special bookings to the Clerk.

BUDGET 2022-23 OUTCOMES

1.0 Purpose of this report

- 1.1 This report contains items included in the 2022-23 draft budget and items in the medium-term financial plan.
- 1.2 The budget will be approved at the January council meeting

2.0 Income forecasts

- 2.1 The 2022-23 budget makes the following income forecasts:

600	Brownlow Hall	2021-22	2022-23
1400	Hire - Regular	18,000	20,000
1410	Hire - Casual	4,000	4,500
1430	The Cottage rent	11,000	11,000
1440	Sub Station rent	500	500
600	Income	33,500	36,000
610	Whitegrove Community Centre	2021-22	2022-23
1400	Hire - Regular	21,000	22,000
1410	Hire - Casual	0	500
610	Income	21,000	22,500
720	Quelm Allotments	2021-22	2022-23
1420	Allotment rent	2,461	2,544
	Locker rent	0	360
		2,461	2,904

3.0 Additional expenditure items

- 3.1 The following items were identified in the draft budget and appear as follow in the final budget:

Budget code	Title	proposed	Final allocation	note
170 4220	Climate Change provision	Activity to support environmental plan	£1,000	1

	Capital project – gym equipment	Gym equipment preparation work	£2,000	2
	Capital project - WCC refurbishment	Surveying costs to identify future building improvements*	£2,000	3
	Capital project - Play area replacement	Surveying work to identify scope and cost of replacement works	£1,000	4
790	Platinum Jubilee events	Cover costs to support activities	£1,500	

*Subject to agreement over future lease

3.2 Notes

1. Climate Change activity is likely to be primarily focussed on the council and its amenities. For our buildings this will require planning, therefore funding is provided (see note 3) for the scoping of works to allow this to be included in refurbishment costs as an integrated item rather than standalone.
2. This has been allocated from CIL as a capital project. For further scoping see 4.5
3. This has been allocated from CIL as a capital project. For further scoping see 4.4
4. This has been allocated from CIL as a capital project. For further scoping see 4.3

4.0 Items for the medium-term financial plan

4.1 As outlined at the last committee meeting, the Clerk has prepared a medium-term financial plan (MTFP) for the council to cover the five-year period from 2023-24. At this stage there is a great deal of uncertainty as the council has leases ending during the period and delays to the new Neighbourhood Centre.

4.2 There are three capital projects shown above that fall within the remit of this committee that are included in the MTFP. No assumptions are being made at this time for the Neighbourhood Centre, although this will change when updates are received from Bracknell Forest Council.

4.3 Memorial Ground Play Equipment

4.3.1 The play equipment at the Memorial Ground is aged between 15 and 18 years. It is therefore nearing the end of its viable life. Repairs to equipment are costly because parts are no longer readily available.

4.3.2 It is proposed that the equipment should be replaced during 2023-24.

4.3.3 Initial discussions will need to take place with the Memorial Ground Trust, but any future equipment will need to be inclusive, environmentally friendly, will require a safety surface and be fenced in.

4.3.4 As listed in 3.1 surveying and costing work is proposed for budgeting in 2022-23, so an initial estimate of £35,000 is proposed for the MTFP.

4.4 Whitegrove Community Centre

- 4.4.1 If an additional lease or a transfer of ownership is agreed for the Whitegrove Community Centre, extensive works would be required to the centre as many of the fixtures and fittings are 25 years old.
- 4.4.2 Identified works at this stage are replacement of the heating and hot water systems, refurbishment of the bathrooms and replacement of the windows and doors.
- 4.4.3 As listed in 3.1 surveying and costing works are budgeted for 2022-23 if agreement can be reached with Bracknell Forest Council. Because of the usage of the centre and the likely costs involved and the extent of the works required, it is likely that the work would need to be phased over a couple of years. As an assumption a budget of £80,000 is proposed for the MTFP split over years 2023-24 and 2024-25.

4.5 Gym equipment

- 4.5.1 Proposals for the siting of gym equipment will be brought forward in 2022-23. It is anticipated that the equipment could be installed at Westmorland Park, although this has not been agreed.
- 4.5.2 As identified in the parish plan there are a number of issues that need to be resolved before equipment can be installed.
- 4.5.3 An assumed cost of £10,000 will be included in the MTFP for 2023-24.

- 4.6 The delays to the new Neighbourhood Centre have a knock-on effect on plans of the parish council. The council is seeking urgent clarification from BFC as to the timescale for the project, because of the financial and other implications of the delay. Therefore, the indications for the MTFP may change as the council assesses its priorities and resources.

5.0 Recommendation

Members are asked to note the contents of this report.

EVENTS AND ACTIVITIES 2022

1.0 Purpose of this report

1.1 This report contains an update on events in the next twelve months, including the Platinum Jubilee celebrations.

2.0 Annual Events

2.1 It is expected that our annual events will return to normal during 2022.

2.2 The following events are proposed:

Event	Dates	Notes
Great British Spring Clean	25 March – 10 April	See 2.3
Take & Grow	April 2022	See 2.4
Warfield Village Fete	11 June 2022	
Warfield-Winkfield Family Cycle Ride	TBA June 2022	Planning will begin shortly. This is led by Winkfield PC.
Summer of Fun	TBA usually late July	Planning begins in new year.
Arts Week 2022	23 – 30 October 2022	Planning begins in new year.
Christmas Tree lighting	2 December 2022	

2.2 Great British Spring Clean

2.2.1 Members are asked to consider if they would like to support the event in the parish and how they wish to do this.

2.2.2 The Parish Team will promote the event generally and offer the use of litter picking equipment owned by the council.

2.3 Take & Grow

2.3.1 Proposals were made at the last meeting to make this a community-based event. Members are asked if this is how they wish to proceed.

2.3.2 A member with experience is asked to support the Parish team is delivering such an event. Budget provision has been made.

3.0 One-off events

3.1 The following events are proposed:

Event	Dates	Notes
125 Tree Planting	Early 2022	See 3.2

Celebration Thank you event	TBA April 2022	Details will be brought to council.
HM Queen Platinum events	TBA although key events 2-5 June 2022	See 3.3

3.2 125 Tree Planting

3.2.1 A number of residents have offered support to assist with planting trees. A meeting with the Rangers is due in the next week to confirm arrangements and there is still just time for an order to be placed for planting in the remaining planting season.

3.3 Platinum Jubilee events

3.3.1 2022 will see an extended bank holiday weekend on the 2-5 June to mark HM The Queens Platinum Jubilee.

3.3.2 A beacon lighting programme is planned for the Thursday evening and the parish council has traditionally participated in these events, most recently for the 100th anniversary of the Armistice in 2018. It is proposed to hold a beacon lighting again on Cabbage Hill.

3.3.3 Street parties have traditionally been a part of jubilee events and rather than hosting an event of its own, the council may wish to consider supporting communities to host their own street parties. The council could support locals organising events by assisting with road closures and providing sustainable party materials, like recyclable cups and plates and other environmentally friendly products. Local communities could apply for the party kits that would be sourced by the parish council. Such an activity is likely to reach further than any single event organised by the council and would be another method of promoting the council. Details will be brought to the March meeting.

3.3.4 Budget provision has been made to support events.

3.3.5 In addition to the above-mentioned events, the council could undertake evidence gathering exercise to collect images from previous jubilee celebrations and publish these, as well as asking for images from platinum jubilee events.

3.3.6 It is proposed to launch a competition for young people to design a poster to promote the Platinum Jubilee weekend, for use in the parish. It is proposed that this will be launched in February to run until the end of March. Entries will be judged by a panel of members with a prize for the winning entry.

4.0 Recommendations

Members are asked to consider the event options outlined in this paper.

UPCOMING AGENDA ITEMS AND DATE OF THE NEXT MEETING

1.0 Purpose of this report

1.1 This report provides information on upcoming agenda items and the date of the next committee meeting

2.0 Future agenda items

2.1 the table provides a summary of non-regular agenda items that will be brought to future meetings

Item	Expected meeting date
Allotment rent review	March 2022
Parish Plan	March 2022

3.0 Next meeting of the committee

3.1 The date of the next council meeting is scheduled for Tuesday 15 March 2022. Venue to be advised.

EXCLUSION OF THE PUBLIC AND THE PRESS

A Member shall propose the motion *“That under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media be excluded from the meeting due to the consideration of items of business of a confidential nature.”*

BROWNLOW HALL AND POTENTIAL USE

This report is excluded as it contains commercially sensitive information.