



# CAMELFORD TOWN COUNCIL

Town Clerk: Laura Murphy

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## TO MEMBERS OF THE ESTATES AND PROPERTIES COMMITTEE:

Councillors: Cllrs Rotchell, Burgis, Hewlett, Elford, Shaw

Staff: L Murphy (Town Clerk), Neil Pearce (Maintenance and Grounds Manager).

Dear Members

I hereby give you notice that Estates and Properties Committee will meet on **Friday 15<sup>th</sup> March 2024**.

All Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely,

*Laura Murphy*

Laura Murphy, Town Clerk.

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

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1. **To note Councillors present**
2. **To receive Apologies for absence with reasons**
3. **To receive Declarations of Interest & Approve Dispensations**
4. **Public question time** (15 minutes allowed for this)
5. **To receive and approve the Minutes of 15<sup>th</sup> December 2023:**
6. **To receive Clerk's report**  
CCTV- Churchfield Car Park- Clease Road Carpark. Allotments New System. Ladies' toilet drains
7. **To receive Grounds Manager's report**
8. **Agenda items**
9. **To receive portfolio holder reports**  
Play Areas/OCM.  
Enfield Park  
Car Parks  
Cemetery & Orchard – orchard update  
Allotments & Footpaths  
Town Hall
10. **Date & Items for next meeting.**  
19<sup>th</sup> April 2024