**MIDDLETON-ON-THE-WOLDS PARISH COUNCIL**

**READING ROOMS COMMITTEE**

**TO: All Members of Middleton-on-the-Wolds Parish Council Reading Rooms Committee**

You are hereby summoned to a meeting of the above in the ***Reading Rooms on***

***Front Street Middleton on the Wolds on Tuesday 10th August at 7.00pm.*** via remote platform

The Business to be transacted is shown below:

**THIS IS AN OPEN MEETING AND MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND**

**A G E N D A**

1. **Apologies**
2. **Declaration of Pecuniary and non-pecuniary Interests**
3. **To approve the minutes of the last meeting held 25th February 2020**
4. **To discuss and agree on improvements to premises**
	* 1. **To agree on action plan for painting to external woodwork**
5. **To review quotes for updating of fluorescent lights and emergency lighting**
6. **To review electricity usage and agree to renewing contract of supply**
7. **To agree plan for appointing a secretary**
8. **Finance:**
	1. **To approve accounts to date**
	2. **To discuss and agree principles for use of £10000 grant**
	3. **To agree on procurement of new tables and chairs (quantity, size, colour and style) + projector and screen**
	4. **To approve payment of Invoice Spic & Span £126.00 for painting services**
9. **To agree purchase of hand sanitizer dispensers and method of surface cleaning, and regime for reopening of the RR (risk assessment)**
10. **To discuss and outline initial plans for community meeting and celebration party once Covid 19 restrictions have been lifted**
11. **To confirm date of next meeting**

**Signed**

**SMorrison**

**Sandra Morrison Date: 04.08.2020**