CAPEL PARISH COUNCIL

www.capel-pc.org.uk

Louise Goldsmith – Clerk Falmouth Place, Five Oak Green TN12 6RD <u>clerk@capel-pc.org.uk</u> Tel: 01892 837524 M: 07508 882810

To: Cllrs: Sawyer (Chair), Patterson, Malpas & Young

You ARE HEREBY SUMMONED to a **MEETING of the MEMORIAL COTTAGES AND HOUSING WORKING GROUP** to be held in Capel Village Hall, Falmouth Place, Five Oak Green at **7pm on Tuesday 13 August 2024** when it is proposed to transact the business shown in the agenda below.

The Meeting will be open to the press and public. (Public Bodies (Admission to Meetings) Act 1960)

Louise Goldsmith

Clerk Date of Issue: 7 August 2024

AGENDA

Minute No	Agenda No			
		1)	ADMINSTRATION: Fire Exits, Fire Meeting Point, Mobile Phones, intention to record.	
171		2)	APOLOGIES: To receive and accept apologies for absence. (LGA 1972 s85 (1))	
172		3)	DECLARATIONS OF INTEREST: To receive declarations of pecuniary and non-pecuniary interests.	
173		4)	APPROVAL OF MINUTES: Minutes of the meeting held on the 19 October 2023 to be signed as a true and accurate record.	
174		5)	OPEN SESSION: To adjourn the meeting to enable any members of the public present to address the Council.	
175		6)	ANNUAL RENT INCREASE: To review the annual rent	
176		7)	PROPOSAL TO IMPROVE THE PARKING ARRANGEMENTS To receive an update.	
177		8)	condition survey – a) To arrange the annual condition survey b) To discuss any issues raised by the residents	
178		9)	DATE OF THE NEXT MEETING: Thursday 17 October 2024 at 7pm	