



## **Community and Indoor Spaces Committee Agenda**

**Membership:** Cllr Wendy McNulty Cllr Tatiana Leech  
Cllr Solomon Akano Cllr Chris Osborne

You are hereby summoned to a meeting of the Community and Indoor space Committee to be held Tuesday 18<sup>th</sup> November at 19.00 in the meeting room, Community Centre, 1A Caxton Close, Tiptree.

*Ross Gurney*

Ross Gurney  
Clerk to the Council  
12<sup>th</sup> November 2025

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|-----|--|-------------------------|
| 1.  | <b>Apologies for Absence</b>   | For Approval            |
| 2.  | <b>Declarations of Interest</b>  | For Receipt             |
| 3.  | <b>Minutes of previous meetings – 21<sup>st</sup> October</b>  | For Approval            |
| 4.  | <b>Chair's Announcements</b>   | For Receipt             |
| 5.  | <b>Public Questions:</b> The Chair will invite questions from members of the public concerning items on the agenda (max 3 mins per person) |                         |
| 6.  | <b>Clerks Report and Update</b>  | For Information         |
| 7.  | <b>Financial overview</b>  | For Information         |
| 8.  | <b>Community Centre Christmas tree:</b><br>Working group   | For Debate and Decision |
| 9.  | <b>Planning of Parish council future community-based events.</b>   | For Debate and Decision |
| 10. | <b>Consideration of Staff Catering equipment.</b>  | For Debate and Decision |
| 11. | <b>Consideration of moving the Community Centres booking system over to New computer system.</b>   | For Debate and Decision |
| 12. | <b>Consideration of quotes for remedial work at the community centre.</b>  | For Debate and Decision |
| 13. | <b>Request use of general funds from Full Council for remedial works in the community centre.</b>  | For Debate and Decision |
| 14. | <b>Chair to close the meeting – Date of next meeting 18<sup>th</sup> November at 19.00.</b>  | To Note                 |

*In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes.*

*The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record. Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film, or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.*