

SANDBACH TOWN COUNCIL

CONDITIONS SURVEY SUB- COMMITTEE

This meeting will be clerked by Karl. Please ensure that all apologies are made directly to the clerk of the meeting no later than 3pm on the day of the meeting.

Agenda for the meeting to be held on Thursday, 12th October 2017 at 4.00pm in the Sandbach Literary Institution.

1. CONDITIONS SURVEY SUB COMMITTEE CHAIRMAN

To appoint a Chairman

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

To provide an opportunity for Members and Officers to declare pecuniary & non-pecuniary interests in relation to any item on the agenda.

PUBLIC QUESTIONS

The Chairman of the meeting will adjourn the meeting to allow questions from members of the public.

After the questions the Chairman will reconvene the meeting.

4. TERMS OF REFERENCE

Lead: Chairman

[Attached: Draft Terms of Reference]

Action: 1) *Approve the terms of reference.*

5. REVIEW CONDITIONS SURVEY

Lead: Operations Manager

[Attached: Conditions Surveys]

Action: 1) *Receive the attached*
2) *Identify tasks that can be delivered in house.*
3) *Prioritise Recommendations*
4) *Identify budget requirements*

6. DATE, TIME AND PLACE OF NEXT MEETING

To confirm date and time of next meeting.

