

## VILLAGE ASSETS SUBCOMMITTEE : MEETING AGENDA

Members are hereby summoned to The Village Assets Subcommittee Meeting on Monday 1<sup>st</sup> June 2020 at 7.00pm, via Zoom when the following business will be considered and transacted.

Meeting ID and Password to be sent via email

Time	Item
7:00	<b>1. Apologies:</b> To receive apologies for absence
7:05	<b>2. Terms of reference:</b> To discuss, and amend, the initial Terms of reference to be approved at the Full Council Meeting on 8 <sup>th</sup> June 2020
7:15	<b>3. Clerk to share current list of Assets:</b> <ul style="list-style-type: none"><li>i. To agree how the Assets are going to be divided for responsibility</li><li>ii. Advise if there are other assets in the village not listed</li></ul>
7:25	<b>4. Defibrillators:</b> <ul style="list-style-type: none"><li>i. To contact Sarah (sarah@active-viii.org) and test the Defibrillator at Top Common</li><li>ii. To create a training sheet for testing Top Common Defib</li><li>iii. To test the Defibrillator at the Pavilion</li></ul>
7:30	<b>5. Repair to Phone box Top Common Housing Defibrillator:</b> To access the work required to fix the phone box and present quotes (if required)
7:35	<b>6. Recruitment of Subcommittee members:</b> To discuss and agree recruitment of more Members of the Public
7:40	<b>7. Matters for Future meetings:</b>

Meeting scheduled to finish at 7:45pm. Meeting timings are approximate. All papers will only be available on the website.

Agenda signed by *JAskin*

*Public and press are welcome to attend. For the purpose of accurate Minute taking, this meeting will be recorded. The recording will be deleted once the Minutes have been approved – usually at the next Council meeting.*