**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 26th November at 7.00pm.***

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 26th November 2019**
4. **To discuss and elect a vice chair and secretary**
5. **To discuss and confirm arrangements for future events + setting up of new groups –**
6. **To discuss and agree on improvements to premises**
   * 1. **Sanding of main hall floor -volunteers & date, rental of sanders**
     2. **To agree on painting and repair to external woodwork**
7. **To discuss and agree on fire safety including side door and fire evacuation notice**
8. **To consider moving of equipment for emergency lighting testing to a more accessible point**
9. **To agree on PAT testing of electrical equipment**
10. **To agree on repairs to outside woodwork**
11. **To review quote for updating of fluorescent lights**
12. **To approve accounts to date**
13. **To confirm date of next meeting**

**Signed**

**SMorrison**

**Sandra Morrison Date: 16.01.2020**