

Committee Members: Cllr Bowden, Cllr Campbell, Cllr Irven, Cllr Johnson, Cllr Murphy, Cllr Westcott and Cllr Whetlor.

26 October 2020

Dear Councillor

You are hereby summoned to attend the meeting of the **Watchet Community Centre Management Committee** by video conference on **Wednesday 4 November 2020 at 6.30pm** for the purpose of transacting the following business.

Due to Coronavirus (Covid-19) safety measures, Watchet Town Council has set-up a Remote, Virtual Meeting system using "Zoom" technology. The link for the meeting is detailed below:

<https://us02web.zoom.us/j/83378066527?pwd=bFFLQ0dtRVp3b0lWNFZtTXF1ampLUT09>

Members of the press and public are welcome to attend.

Yours faithfully



Sarah Reed
Town Clerk

A G E N D A

- 20/75D **To receive Apologies for Absence** (LGA 1972, section 85 (1))
- 20/76D **To receive any Declaration of Interests** under Watchet Town Council's Code of Conduct (adopted on 9 July 2012) issued in accordance with the Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 Si No: 146
- 20/77D **Youth Provision**
- (i) Graffiti project – To approve graffiti design, attendance of participating youths and youth worker to the virtual meeting – *(Paperwork issued prior to meeting); decision required.*
 - (ii) Review Risk assessment and method statements for the Youth provision schedule of activities – *(Paperwork issued prior to meeting); decision required.*
 - (iii) SLA meeting with Minehead EYE – Notes from meeting - *(appendix 1 issued prior to meeting); no decision required.*
 - (iv) To approve payment of Youth Club provision invoice for scheduled activities from 1 October 2020 to 31 March 2021 as per Service Level Agreement. – *(appendix 2 issued prior to meeting); decision required.*
- 20/78D **Operations & Activities**
- (i) Review individual users Risk assessment and method statements. – *(Paperwork issued prior to meeting); decision required.*
 - (ii) To approve process for casual bookings applications during COVID - *decision required*
- 20/79D **Verbal update report from the Committee Clerk on any outstanding matters**
- 20/80D **Matters to report for the next meeting:** – *no decisions made*