



# Broomfield and Kingswood Parish Council

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## Public Notice of a Meeting of the Parish Council Parish Council Office Committee (PCOC)

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To: Councillors on the Parish Council Office Committee

You are hereby summonsed to attend a Meeting of the Broomfield and Kingswood Parish Council Office Committee to be held at the Village Hall, Gravelly Bottom Road, Kingswood on 18 February 2019 at 21:00

Dated 12 February 2019

Signed: Pam Bower Parish Clerk

### **A G E N D A**

- 1. To receive and approve apologies for absence**
- 2. Councillors Declarations of interest in items on the agenda**
  - 2.1 Lobbying
  - 2.2 Personal Interest
  - 2.3 Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
- 3. Potential properties for a Parish Office**
  - 3.1 To receive information on potential properties for a Parish Office
  - 3.2 To resolve whether to pursue any of the properties
- 4. Village Survey**
  - 4.1 To consider all the suggestions made by Councillors and finalise the Survey
- 5. Finance**
  - 5.1 To consider indicative cost for purchasing a property for a Parish Office.
- 6. Any Other Information**
- 7. Items for next meeting**
- 8. Date of next meeting**