



Wickersley Community Centre,
286 Bawtry Road, Wickersley,
Rotherham.
S66 1JJ
Clerk: Rachel Chico
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9th March 2017

Dear Councillors,

You are hereby summoned to attend a meeting of the Winthrop Park Committee of the Parish Council, to be held on **Wednesday 15th March 2017**, at Wickersley Community Centre & Library, 286 Bawtry Road, Wickersley commencing at **01.00 p.m.** for the purpose of transacting the following business:

Rachel Chico
Clerk to the Council

BUSINESS

ENCLOSURE:

1. To receive apologies for absence
2. To approve the minutes of the meeting of 18th January 2017 (A)
3. To note any matters arising from the meeting of 18th January 2017
4. To receive a financial update be distributed at the meeting
5. Health and Safety Policy / Risk Assessments
6. Complaints Procedure
7. To discuss opening event
7.1 Jobs allocation
8. To discuss café and new season: -
 - 8.1 Feedback from volunteers meetings
 - 8.2 To confirm opening times and days
 - 8.3 Meet and greet
 - 8.4 Colours for buildings
 - 8.5 Professional printed leaflets
 - 8.6 Moving the thermostat
 - 8.7 Catering items for café / grant
 - 8.8 RCAT volunteers
 - 8.9 Seating conservatory / grant
 - 8.10 Mobile phone
 - 8.11 Competitions – Gala / Facebook
 - 8.12 Charity of the year
 - 8.13 Menu
9. To discuss the name and logo of the facility

10. To discuss solar panels
11. To discuss cleaning / caretaking / administration
12. To note future meeting dates
 - 12.1 Volunteer briefing Friday 17th March 17 1pm – Winthrop Park