

15 Paradise Road, Downham Market, Norfolk PE38 9HS
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You are summoned to attend a meeting of the **Property Committee** to be held on **Thursday 28 March 2024 at 6pm** to discuss the business on the Agenda below.

The meeting will be held at Downham Market Town Hall, Bridge Street, Downham Market, Norfolk PE38 9DW.

Members of the public are invited to attend.

Yours faithfully

Claire Dornan

Claire Dornan
Town Clerk
23 March 2024

Agenda

1	To receive Members' Apologies for Absence
2	To receive Members' Declarations of Interest
3	Public Participation – 15 minutes allowed
4	To approve the minutes of the meeting held on 29 February 2024
5	To receive update from Jubilee Community Centre Site Regeneration Working Party and make recommendations to Full Council
6	To receive February 2024 Property Inspection report and agree actions
7	To receive update on removal of containers on the Jubilee Community Centre site
8	To receive correspondence from Downham Market Football Club and agree response
9	To receive quotes to remove branches from Jubilee Community Centre and agree actions
10	To receive an update on 6 Market Place renovation work and agree actions
10.1	WiFi Installation
10.2	Fire Alarm Contract & Connection To Town Hall
10.3	Intruder Alarm Contract
10.4	Emergency Lighting Contract
10.5	Building Control Sign Off
10.6	Listed Building Conditional Details Submission
11	To receive an update on allotment land enquiries and agree actions
12	To receive update on sale of Town Council Offices and agree actions
12.1	Commercial Energy Performance Certificate
12.2	Marketing
12.3	Suggested Upgrade Work
13	To receive correspondence from Paradise Garage and agree response
14	To receive Best@Bars Commission document dated March 2023 – December 2023
15	To agree the date of next meeting – Currently scheduled for 25 April 2024

End