

I give notice of a meeting and summon members to attend a meeting of the **Property Committee on Wednesday 15 April 2026 at 5.30pm** in the Town Hall, Bridge Street, Downham Market PE38 9DW.

Members of the public are welcome to attend this meeting.

Claire Dornan

Town Clerk

2 April 2026

Agenda

- 1. To note Apologies for Absence**
- 2. To receive declarations of interest and consider requests for Dispensations.**
- 3. To approve the minutes of the meeting held on 25 March 2026.**
- 4. Public Participation**
- 5. To update on property inspections and agree any actions.**
- 6. To consider and agree action JCC tree/boundary works – nesting survey.**
- 7. To consider and agree actions on the following for the Town Hall:**
 - 7.1 To consider quotes to replace the bollard socket/flaps on Town Hall car park.
 - 7.2 To discuss the Aco drain cover.
 - 7.3 To update on structural issues.
 - 7.4 To discuss new lighting in the Clock Room.
- 8. To consider and agree actions on the following for the Jubilee Community Centre:**
 - 8.1 Report back from initial discussions with design and commissioning consultant for the proposed new skatepark.
 - 8.2 To discuss key safe for emergency services.
 - 8.3 To discuss damage to internal doors.
 - 8.4 To update on flow plates/speed humps installation/signs/white lining.
- 9. To discuss access to the Hollies Bus Stop and agree actions – resident request.**
- 10. To discuss and agree actions – tarmac patching Priory Rd car park.**
- 11. To update on Lamp 51 and agree actions.**
- 12. To confirm the date of next meeting – 5.30pm 13 May 2026**