

15 Paradise Road, Downham Market, Norfolk PE38 9HS

Tel: (01366) 387770 E-Mail: info@downhammarkettc.co.uk

You are summoned to attend a meeting of the **Property Committee** to be held on **Thursday 25 January 2024 at 6pm** to discuss the business on the Agenda below.

The meeting will be held at the Town Council Offices, 15 Paradise Road, Downham Market, Norfolk PE38 9HS.

Members of the public are invited to attend.

Yours faithfully

Claire Dornan

Claire Dornan

Town Clerk

19 January 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 14 December 2023
5	To review the January 2024 Property Inspections and agree any actions
6	To discuss roadway at Jubilee Community Centre
7	To receive an update on Annual Defibrillator checks
8	To discuss request to maintain a private defibrillator
9	To receive an update on 6 Market Place renovation work
10	To discuss allotment land
11	To discuss pop up shed request
12	To discuss marketing the Town Council Offices, 15 Paradise Road
13	To discuss the Window Cleaner contract and agree any actions
14	To agree the date of next meeting – Currently scheduled for 29 February 2024

End