

**JUBILEE COMMUNITY CENTRE**

ACTING TOWN CLERK  
Mrs N Westwood

15 PARADISE ROAD  
DOWNHAM MARKET  
PE38 9HS  
Telephone 01366 387770  
Email info@downhammarketcc.co.uk

Dear Member

You are invited to attend a meeting of the Jubilee Community Centre Management Committee to be held on **Wednesday 10<sup>th</sup> July 2019 at 7:00pm** in the Town Council Offices to discuss the business on the Agenda below:

Yours faithfully



Mrs N Westwood  
Acting Town Clerk  
Date 04<sup>th</sup> July 2019

**Mobile phones should be either switched off or on silent mode.  
The press and public are welcome to attend**

**AGENDA**

Emergency Evacuation procedures

1. To receive Members' apologies for absence.
2. To receive Members' Declarations of Interest.
3. To approve the minutes of the JCC Management Committee meeting held on Wednesday 22<sup>nd</sup> May 2019.
4. To approve the payment of bills of the Jubilee Community Centre
5. To receive Bank Reconciliation accounts for May 2019 and June 2019
6. To discuss making a Grant Application request to Downham Market Town Council
7. To receive an update on current usage
8. To confirm hire charges for Clever Clogs Nursery
9. To review of Boxing club rent
10. To receive structural survey of ATC Hut
11. To receive results of Anglia Water Survey
12. To discuss and agree action regarding maintenance issues
13. To discuss Legionella Results

Continued.....

14. To receive an update on meeting held with GLP Developments & Construction Services Limited
15. To receive an update from JCC user groups

- i) Scouts
- ii) Boxing Club
- iii) DADS
- iv) Football Club
- v) Clever Clogs
- vi) Smile Fitness

16. To discuss Grant Applications

End