



Clerk of the Council
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To: Members of the Control Tower Committee
CC: Greenham Parish Councillors

Dear Sir/Madam,

YOU ARE HEREBY SUMMONED to a Meeting of the Control Tower Committee of Greenham Parish Council on **Tuesday 19th December 2017 at 7:00 pm at Liberty House, Greenham Business Park.**

Yours faithfully,

P Harper

Clerk to the Council

13th December 2017

AGENDA

1. Apologies for Absence

2. Declarations of Interest, Statements of Position and Dispensations,

To receive any Declarations of Interest and Statements of Position by Councillors.

3. Approval of Minutes

- a) To approve Minutes of meeting held on 7th December 2017

4. Public Session

If you wish to ask a question, please notify the Clerk in advance

5. Project Manager Report - Construction

- a) To receive an update on contract progress with Company A
- b) To receive an update about recommended people limits within the building
- c) To receive an update about prestart meeting arrangements

6. Project Plan Update – Non construction

- a) Review the identified key project areas for completion prior to building opening
- b) Review resource requirements to undertake plan requirements
- c) Agree next steps

7. Creation Of Lease

- a) Review current status of lease
- b) Review current status of Joint Working Agreement
- c) Agree next steps

8. Heritage Lottery Funding Application

- a) Review progress of application submission
- b) Consider further information requirements

9 . Report from Greenham Control Tower Ltd

- a) To receive a report from Greenham Control Tower Ltd
- b) To review progress of café tender.
- c) To review progress on business plan.
- d) To consider any information or resource requests

10. Review List Of Outstanding Actions

11. Other items for information only – no decisions can be taken.

A full copy of the agenda pack (including supporting papers) can be downloaded from the Council's website at www.greenham.gov.uk

Members of the Public are welcome to attend the meeting, to ask questions and to comment on the proceedings with the consent of the Chairman. In accordance with The Openness of Local Government Bodies Regulations 2014, photographs, audio and video recordings of the meeting and of those attending may be taken at the meeting by the press and others.

You are invited to contact the Clerk of the Council if you have any questions or matters of concern that you would like the Council to address.