

**Date of meeting** Tuesday, 28th November, 2017  
**Time** 2.30 pm  
**Venue** Committee Room 2, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG  
**Contact**



**NEWCASTLE  
UNDER LYME**  
**BOROUGH COUNCIL**

Civic Offices  
Merrial Street  
Newcastle-under-Lyme  
Staffordshire  
ST5 2AG

# **Newcastle-under-Lyme Almshouse Charity**

## **AGENDA**

### **PART 1 – OPEN AGENDA**

- 1 APPOINTMENT OF CHAIR**  
To appoint a Chair for the year 2017/18.
- 2 DECLARATIONS OF INTEREST**  
To receive Declarations of Interest on items contained within this agenda.
- 3 MINUTES OF A PREVIOUS MEETING** (Pages 3 - 6)  
To agree as a correct record, the minutes of the meeting held on 25 October, 2016.
- 4 UPDATE ON REPAIRS AND MAINTENANCE FOR 2016-17**  
To receive a verbal update from Councillor Gill Williams on repairs and maintenance that have taken place including wet rooms and bedroom doors and to discuss projects for 2017-18.
- 5 Report of the Treasurer** (Pages 7 - 10)
- 6 WEEKLY MAINTENANCE CONTRIBUTION**  
To discuss any possible increase in the Weekly Maintenance Contribution for 2018-19.
- 7 Any other Business**

**Members:** Councillors G Williams and J Williams

**PLEASE NOTE:** The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms. Should you require this service, please contact Member Services during the afternoon prior to the meeting.

**Members of the Council:** If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

**Meeting Quorums :-** 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

**FIELD\_TITLE**

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

**NOTE:** THERE ARE NO FIRE DRILLS PLANNED FOR THIS EVENING SO IF THE FIRE ALARM DOES SOUND, PLEASE LEAVE THE BUILDING IMMEDIATELY FOLLOWING THE FIRE EXIT SIGNS. PLEASE **DO NOT** USE THE LIFTS.

**COUNCIL CHAMBER:** FIRE EXITS ARE AT THE REAR OF THE CHAMBER AT BOTH SIDES AND THIS IS THE SAME FOR OCCUPANTS OF THE PUBLIC GALLERY.

**COMMITTEE ROOMS:** EXIT VIA THE WAY YOU ARRIVED AT THE MEETING OR AT THE FAR END OF THE COUNCIL CHAMBER.

ON EXITING THE BUILDING, PLEASE ASSEMBLE AT THE REAR OF THE ASPITRE HOUSING OFFICE OPPOSITE THE CIVIC OFFICES. DO NOT REENTER THE BUILDING UNTIL ADVISED TO DO SO.