

*This meeting is open to the public unless the Council resolves to exclude the public for any exempt or confidential item of business. Under the Openness of Local Government Bodies Regulations 2014, members of the public, the press or the Council may record/film/photograph or broadcast the meeting whilst it is open to the public.*

**You are invited to the WCC Olive Lane Community Space Committee meeting which will be held at on 8 January at 7.30pm in the Boulsover room, AMP for the purpose of transacting the following business.**

	<b>Agenda item</b>
1.	<b>Election of Chair from Council members of the WCC for Committee:</b> a) To elect a Chair for the 2024/25 municipal year
2.	<b>Apologies and Reasons for Absence:</b> a) To receive apologies for absence and approve reasons presented for absence.
3.	<b>Appointment of residents to committee</b> a) Under s102(3) LGA72, to agree that non-council members can be appointed to the committee.
4.	<b>Exclusion of press and public:</b> Further to the Public Bodies (Admission to Meetings) Act 1960 to consider the exclusion of the press and public from certain agenda items due to the confidential nature of the items to be discussed.
5.	<b>Declaration of Disclosable Pecuniary and Other Interests:</b> a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any personal interests b) To receive any requests for dispensations made by Councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.
6.	<b>Committees Terms of Reference</b> a) To note the terms of reference provided by the WCC
7.	<b>Project progress</b> a) To receive an update about the overall community centre project
8.	<b>Tendering</b> a) To ratify the decision of the companies invited to tender, by the Clerk under delegated authority s101 LGA 72. b) To note the tender process, timetable and agree the opening process c) To consider brief and agree to not use Contracts Finder d) To note the process for signing off invoice from the National Lottery, and their requirements e) To note Safer Sphere and the WCC's Risk Assessment.

CIRCULATION Councillors P Norton, J Baggaley, N Adshead, L Hoyland, A Clayton.

*R Graham*

**Rachel Graham**  
**Clerk to Waverley Community Council**  
**3 January 2025**