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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 **Thursday 8<sup>th</sup> February 2018 at 7:00 pm at Liberty House, Greenham Business Park.**

Yours faithfully,

P Harper

Clerk to the Council

31<sup>st</sup> January 2018

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## **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**

**To approve** Minutes of the meeting held on Tuesday January 23rd 2018.

### **4. Public Session**

If you wish to ask a question, please notify the Acting Proper Office in advance

### **5. Project Manager Report - Construction**

**To receive** an update on progress of the construction programme

### **6. Project Plan Update – Non Construction**

- a) **To review** progress on the various elements of the pre-opening plan
- b) **To agree** resource required for elements of the plan
- c) **To consider** the non-construction project plan with a view to approving it
- d) **To consider** the establishment of a Control Tower Opening implementation Working Group

### **7. Creation Of Lease**

- a) **To receive** an update on progress of the lease
- b) **To consider** potential lease structure for recommendation to full GPC
- c) **To consider** version 5.0 of the Joint Working Agreement for recommendation to full GPC
- d) **To agree** next steps

**8. Review Of Café Tender**

- a) **To receive** an update on the current café tender situation
- b) **To review** the option to operate a community café facility
- c) **To consider** options and timing for the initial “soft” opening of the Control Tower
- d) **To agree** next steps

**9. Receive a Report from Greenham Control Tower Ltd**

**10. Review List of Outstanding Actions**

**11. Dates of future Control Tower Committee meetings**

**12. 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](http://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.