

28th August 2019

To Members of Community Services Committee

Dear Councillor

A meeting of the **Community Services Committee** will be held on **Monday 2nd September 2019 at 18:30hrs** at 3 New Street, Daventry, NN11 4BT.

Members are reminded to sign the attendance register on entering the Council Chamber.

Yours sincerely



Deborah Jewell
Chief Officer

The press and public are cordially invited to be present.

Please switch mobile phones and electronic recording devices to silent.

Polite request: If you wish to film or record the meeting, please advise the Clerk in advance so that any necessary arrangements can be made to avoid disrupting the meeting and/or the view of the meeting by other members of the public. Any data collected by persons other than the Town Council is not protected under the Data Protection Act.

Audio recording notice: Please note, this meeting may be recorded - at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained until the Minutes have been signed by the relevant Chairman as a true record.

AGENDA

Open Forum

CS1909.1 Apologies.

CS1909.2 Declaration of Interests. Members to declare any interests they consider relevant to specific items they consider relevant to specific items in this agenda.

- CS1909.3 Minutes.** To approve and sign as correct record the Minutes of the meeting held on the 5th August 2019 (Appendix 01).
- CS1909.4 Committee Budget.** To receive Income and Expenditure reports, for community services and allotments, up to 31st August 2019 (Appendix 2).
- CS1909.5 Town Events.** To receive a report on Town Events for 2019 (Appendix 03).
- CS1909.6 Communication.** To receive a report on communication and publicity for August 2019 (Appendix 04).
- CS1909.7 Correspondence.** To note any correspondence received and advise action, if any.
- CS1909.8 Date of Next Meeting.** To note the date of the next Community Services meeting as Monday 7th October 2019.