

2nd September 2020

To Members of Community Services Committee

Dear Councillor

A virtual meeting of the **Community Services Committee** will be held by **Video Conference on Zoom**; *meeting reference*; <https://us02web.zoom.us/j/88437058012> on **Monday 7th September 2020 at 6.30pm.**

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 This part of the meeting is an opportunity for members of the public to speak, for a maximum of three minutes, on any item on the Agenda. Should you wish to speak, please advise the Meeting Host when you join the meeting to facilitate your request.

Please note: members of the public are not permitted to speak during the meeting (from Item CS2005.1).

CS2005.1 Apologies.

CS2005.2 Declaration of Interests. Members to declare any interests they consider relevant to specific items they consider relevant to specific items in this agenda.

CS2005.3 Minutes. To approve and sign as correct record the Minutes of the meeting held on the 6th July 2020. (Appendix 01).

- CS2005.4 Committee Budget.**
- (i) To receive Income and Expenditure reports, for community services and allotments, up to 31st August 2020 (Appendix 02).
 - (ii) To consider draft Community Services budget for the council year 2021/22. (Appendix 03).
- CS2005.5 Litter Campaign.** To receive an update on Litter campaign. (Appendix 04).
- CS2005.6 Town Events.** To receive a report on Town Events for 2020/21. (Appendix 05).
- CS2005.7 Communication.** To receive a report on communication (Appendix 06).
- CS2005.8 Correspondence.** To note any correspondence received and advise action, if any.
- CS2005.9 Date of Next Meeting.** To note date of next Community Services meeting as Monday 2nd November 2020.