

28th November 2017

To Members of Community Services Committee

Dear Councillor

A meeting of the **Community Services Committee** will be held on **Monday 4th December 2017 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
Town Clerk

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 for a period of 6 months.

AGENDA

Open Forum.

CS1712.1 Apologies for Non-Attendance

CS1712.2 Declaration of Interests. Members to declare any interests they consider relevant to specific items identified in this agenda.

CS1712.3 Minutes. To approve and sign as correct record the Minutes of the meeting held on the 6th November 2017

CS1712.4 Committee Budget. To review income and expenditure up to 30th November 2017.

CS1712.5 Allotments. To receive an update from the Clerk.

CS1712.6 Daventry Town Centre. To receive a report on feedback from local retailers on matters relating to the Town centre.

CS1712.7 Community Engagement.

- (i) To receive feedback on recent events.
- (ii) To receive an update on forthcoming events

CS1712.8 Correspondence To note any correspondence received and advise action, if any.

CS1712.9 Date of Next Meeting. Monday 5th February 2017, 6:30pm.