

26th September 2018

To Members of Community Services Committee

Dear Councillor

A meeting of the **Community Services Committee** will be held on **Monday 1st October 2018 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 GDPR, May 2018. Data collected during this recording will be retained for a period of 6 months.

AGENDA

Open Forum.

CS1810.1 Apologies for non-attendance.

CS1810.2 Declaration of Interests. Members to declare any interests they consider relevant to specific items identified in this agenda.

CS1810.3 Minutes. To approve and sign as correct record the Minutes of the meeting held on the Monday 3rd September 2018. (Appendix 01)

CS1810.4 Committee Budget.

- (i) To review committee budget up to 30th September 2018. Appendix 02.
- (ii) To receive and approve the Community Services budget for 2018/2019 and refer this to Finance and Planning for inclusion in the Town Council budget and precept for 2018/2019. Appendix 03.

CS1810.5 Christmas Lights. To receive a report regarding Christmas Lights for 2018 and 2019. Appendix 04.

CS1810.6 Town Events. To receive an updated report on events taking place in 2018/19. Appendix 05.

CS1810.7 Communications. To receive an updated report on communications and publicity for September 2018. Appendix 06.

CS1810.8 Correspondence. To note any correspondence received and advice action, if any.

CS1810.9 Date of Next Meeting. To note the date of the next Community Services Meeting as Monday 5th November 2018.