

17<sup>th</sup> May 2023

To: **Members of Community Services Committee**

Dear Councillor

You are summoned to attend the meeting of the **Community Services Committee** to be held at 3, New Street, Daventry, NN11 4BT on **Monday, 22<sup>nd</sup> May 2023 on the conclusion of the Annual Town Meeting.**

Yours sincerely



Deborah Jewell  
Chief Officer

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**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 Chief Officer 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**

**CS2303.1. Appointment of Chairman for the Council Year 2023/24.**

**CS2303.2. Appointment of the Vice-Chairman for the Council Year 2023/24.**

**CS2303.3. Date of Next Meeting.** To confirm the date of the next meeting as Monday, 5<sup>th</sup> June 2023.