

28<sup>th</sup> June 2022

**To: Members of Daventry Town Council**

Dear Councillor

You are **summoned** to attend the **Parks, Open Spaces and Environment Committee** of the **Town Council** to be held on **Monday, 4<sup>th</sup> July 2022 at 6.30pm** at 3 New Street, Daventry, NN11 4BT for the transaction of the under mentioned business.

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.**

**Audio recording notice:** This meeting will be 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.

**Please Note:** If any member or member of the public wish to film or record the meeting, any data collected by persons other than the Town Council will not be protected under the Data Protection Act.

## **A G E N D A**

**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.

*Note; members of the public are not permitted to speak during the meeting (from Item OS2201.1).*

- OS2201.1. Appointment of Chairman for the Council Year 2022/23**
- OS2201.2. Appointment of Vice Chairman for the Council Year 2022/23.**
- OS2201.3. Apologies.** To receive and consider apologies for absence.
- OS2201.4. Declaration of Interests.** Members to declare any interests they consider relevant to specific items identified in this agenda.
- OS2201.5. Minutes.** To note this is the inaugural meeting of the Open Spaces and Environment Committee, consequently there are no minutes for review.

- OS2201.6. Committee Budget.** To receive a report from the Responsible Finance Officer on the Income and Expenditure reports for Open Spaces (Appendix 02).
- OS2201.7. Licences.** To receive a report on Licences issued for events, works or access on land owned or leased by Daventry Town Council.
- OS2201.8. Norse Contract / Open Space Overview.** To receive a report from the Operations Officer on the Norse Contract and management and maintenance of open spaces, play areas and public amenities.
- OS2201.9. Environment.** To receive a report from the Chief Officer on long term plan to create a strategy and action plans to reduce carbon emissions to combat climate change and to protect the green environment, wildlife and habitats in Daventry Town.
- OS2201.10. Correspondence.** To note correspondence received and advise action, if any.
- OS2201.11. Date of Next Meeting.** To note the date of next Town Council meeting as Monday, 5<sup>th</sup> September 2022.