

1<sup>st</sup> March 2023

**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, 6th March 2023 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 OS2301.1).*

**OS2303.1. Appointment of Chairman for the Council Year 2022/23**

**OS2303.2. Apologies.** To receive and consider apologies for absence.

**OS2303.3. Declaration of Interests.** Members to declare any interests they consider relevant to specific items identified in this agenda.

- OS2303.4. Minutes.** To approve and sign as a correct record the Minutes of the **Parks, Open Spaces and Environment** Committee meeting held on Monday 16<sup>th</sup> January 2023.
- OS2303.5. Committee Budget.** To receive Income and Expenditure reports, for Parks, Open Spaces and Environment Committee up to 28<sup>th</sup> March 2023 (Appendix 02).
- OS2303.6. Licences.** To receive a report on Licences issued for events, works or access on land owned or leased by Daventry Town Council.
- OS2303.7. Open Spaces.** To receive a report from Operations Officer on management and maintenance of Open Spaces.
- OS2303.8. Correspondence.** To note correspondence received and advise action, if any.
- OS2303.9. Date of Next Meeting.** To note the date of next Parks, Open Spaces and Environment Committee meeting as Tuesday, 2<sup>nd</sup> May 2023.