

21<sup>st</sup> August 2019

**To: Members of Daventry Town Council**

Dear Councillor

You are summoned to attend a **Meeting** of the **Town Council** to be held on **Tuesday, 27<sup>th</sup> August 2019 at 6.30pm** at 3 New Street, Daventry for the transaction of the under mentioned business.

Members are reminded to sign the attendance register on entering the Council Chamber.

Yours sincerely



Deborah Jewell  
Chief Officer

**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.

## A G E N D A

### OPEN FORUM.

- TC1909.1 PRESENTATION ON PROPOSALS TO EXTEND APEX PARK.** To receive a presentation from Prologis on proposals to extend the Apex Park site in Daventry.
- TC1909.2 APOLOGIES.**
- TC1909.3 DECLARATION OF INTERESTS.** Members to declare any interests they consider relevant to specific items identified in this agenda.
- TC1909.4 COUNTY COUNCILLOR REPORT.** To receive a report from a member of Northamptonshire County Council.

- TC1909.5 MINUTES.** To approve and sign the Minutes of Town Council meeting held on 29<sup>th</sup> July 2019.
- TC1909.6 COMMITTEE MINUTES.** To receive reports from the following committees and consider and resolve any recommendations thereon:
- (i) Planning & Development Committee – 31<sup>st</sup> July 2019
  - (ii) Community Services Committee – 5<sup>th</sup> August 2019
  - (iii) Finance & Policy Committee – 12<sup>th</sup> August 2019
- TC1909.7 TRANSFER OF ASSETS AND DEVOLUTION OF SERVICES FROM DAVENTRY DISTRICT COUNCIL TO DAVENTRY TOWN COUNCIL.**
- (i) To receive a progress report from the Chief Officer on proposals received from Daventry District Council and to make decisions thereon.
  - (ii) To consider report on draft forward plan.
  - (iii) To receive an update from the Chief Officer on Premises.
- TC1909.8 SECTION 17 CRIME AND DISORDER ACT 1998.**
- (i) **COMMUNITY SAFETY.** To receive reports from Sponsored PCSO and Town Ranger.
  - (ii) **CCTV.** To receive a report on CCTV performance and activities for July 2019.
- TC1909.9 FINANCIAL MATTERS.** To authorise the following
- (i) Appointment for signatories to the CCLA bank mandate.
  - (ii) Appointment of the RFO as key contact and administrator for all bank accounts.
- TC1909.10 LOCAL CODE OF CONDUCT FOR MEMBERS 2018/19 ISSUE DIGEST.** To note the summary of key messages on ethical standard and operations of Codes of Conduct for Daventry District from June 2018 to May 2019.
- TC1909.11 WEST NORTHAMPTONSHIRE STRATEGIC PLAN – ISSUES CONSULTATION.** To consider appointment of Councillor Lynne Taylor to attend a briefing session in Daventry on Thursday 5<sup>th</sup> September 2019.
- TC1909.12 CORRESPONDENCE.** To note correspondence received and advise action, if any.
- TC1909.13 MAYORS ENGAGEMENTS.** To receive a report on Mayoral activity for August 2019.
- TC1909.14 MEETING SCHEDULE.** To consider and approve rescheduling the October Museum Committee meeting.
- TC1909.15 CHRISTMAS LIGHTS.** To consider installation of Christmas Tree in Bowen Square.
- TC1909.16 DATE OF NEXT MEETING.** To note the date of next Town Council meeting as Monday, 30<sup>th</sup> September 2019.