



The 47th Meeting of The Corporate Services Committee will be held on
Wednesday 29th January 2020 at the Rufus Centre at 7.45pm

**PUBLIC NOTICE OF MEETING AND SUMMONS TO THE MEMBERS OF THE CORPORATE
SERVICES COMMITTEE TO ATTEND**

This meeting is recorded.

Signed
Acting Town Clerk

AGENDA

Open Forum to receive oral and written comments from the public relating to an agenda item. *This is a period of time designated for public participation and shall not exceed a maximum of 15 minutes, unless under special circumstances and at the discretion of the Chairman. Each member of the public is entitled to speak once in respect of business itemised on the agenda and shall not speak for more than three minutes.*

- 1 **To note any Declarations of Interest relating to items on the agenda**
Members are asked to declare any interest, and the nature of that interest, which they may have relating to any of the items under consideration at this meeting. Local Authorities (Model Code of Conduct) Order 2007
- 2 **To Accept Apologies for Absence**
Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Under Section 85 (1) of the Local Government Act 1972, Members present must decide whether the reason(s) for a Member's absence are acceptable.
- 3 **Chairman's Announcements**
The Chairman will make any announcements relating to their role
- 4 **Town Clerk's Report**
- 5 **Councillor Attendance Register ***
- 6 **Staff / Councillor Committee Meeting Dates**
- 7 **Town Council Strategy Review Process & Timings**
- 8 **IT Review – Presentation from Cllr Snape**
- 9 **Questions**

Confidential Section

In accordance with Section 1 of the Public Bodies (Admission to Meetings Act) the public and press to be excluded for items 10, 11, 12 & 13 in view of the confidential nature of the information to be discussed relating to financial and contractual negotiations and questions.

- 10 **Oral Projects Update**
- 11 **Local Organisation Initial Meeting**
- 12 **To note the Corporate Services Budget**
- 13 **GDPR**
- 14 **Questions**

*To follow