

Civic Centre
St Stephen's Place
TROWBRIDGE,
Wiltshire.
BA14 8AH
info@trowbridge.gov.uk

3rd June 2020

SUMMONS

To members of the Leisure & Information Services Committee: Councillors: Halik, Bates (Chair), Brice, Cavill, Fuller, Hill, Hoar (VC), Oldrieve, Palmen and Piazza.

Dear Councillor,

You are hereby summoned to a meeting of the **Leisure & Information Services Committee** to be held on **Tuesday 9th June 2020 at 19.00hrs** on Microsoft TEAMS.

Yours faithfully

Lance Allan
Town Clerk

Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business.

Enquiries Tel: 01225 765072 or e-mail: info@trowbridge.gov.uk

AGENDA

1. **APOLOGIES**
 - a) **To receive** apologies from those members unable to attend.
 - b) **To consider for acceptance** apologies received with reasons for absence.
2. **MINUTES**
 - a) **To approve** as a correct record Minutes of the meeting held on Tuesday 25th February 2020.
 - b) **To consider** any questions arising from those minutes.
3. **DECLARATIONS OF INTEREST**

To receive Declarations of Interest not already included on the Register as appropriate in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.
4. **CHAIR'S ANNOUNCEMENTS**

To note any announcements from the Chair.
5. **OPEN FORUM**

To take questions from the public, these may be answered but not debated.
6. **THE LEISURE SERVICES DEPARTMENT REPORT**

To consider the Head of Leisure & Information Services report (copy attached).

7. **INFORMATION TECHNOLOGY UPGRADE (Report Item 5.2.5)**
RECOMMENDATION – To approve the proposal from Oakford for an extension to existing contracts for IT support and an immediate migration from server based to Cloud based IT at a one off cost of £2,600 and an additional £197 per month for two years. And to utilise future savings from the third year for the potential purchasing of IT equipment to provide for staff to work from home and to support councillors, allowing the council to be set-up for homeworking in any situation.
8. **INTRODUCTION OF FEES TO CHARITABLE ORGANISATIONS**
9. **QUARTERLY MANAGEMENT ACCOUNTS**
 - a) **To consider** P & Ls (Report item 1.1) (copy attached)
 - b) **To consider the 3rd Qtr Accounts** for this committee (Report Item 1.2) (copy attached).
10. **DATE OF NEXT MEETING**
To note the next meeting to be held on Tuesday 22nd September 2020 at 19.00hrs, venue TBC.
11. **MEDIA RELEASE**
To consider if the Council should make a press or social media release regarding any of the issues considered by this meeting.

To all Councillors for information.