

23rd August 2017

SUMMONS

To all members of the Direct Services Committee.

Dear Councillor,

You are hereby summoned to a meeting of the Direct Services Committee: Councillor Drewett Chair, Vice-Chair, Councillor King, Councillors Brice, Bryant, Cavill, Fuller, David Halik, Oldrieve, Palmen and Whiffen **to be held in the Pitman Committee Room, The Civic Centre, St Stephen's Place, on Tuesday 29th August 2017 at 19:00hrs**

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** those apologies received with reasons.

2. **MINUTES**

- a) **To approve** as a correct record the Minutes of the Direct Services Committee meeting held on Tuesday 30th May 2017 (previously sent out).
- b) **To consider** any questions arising from those minutes.
- c) **To receive** the minutes of the Civic Board meeting held on Tuesday 18th July 2017 (copy attached).
- d) **To consider** any questions arising from those minutes.
- e) **To receive** copy minutes of the Friends of Trowbridge Park meeting held on 8th August 2017 (copy attached).
- f) **To consider** any questions arising from those minutes.

3. **DECLARATIONS OF INTEREST**

To receive Declarations of Interest from members and officers 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 with the provisions of the Localism Act 2011 in respect of members.

4. CHAIR'S ANNOUNCEMENTS

To receive and note any announcements from the Chair of the meeting.

5. OPEN FORUM

To receive questions from the public which may be answered but not debated.

6. THE HEAD OF DIRECT SERVICES REPORT

To consider the Head of Direct Services' report (copy attached).

7. QUARTERLY MANAGEMENT ACCOUNTS (Report Item 9.1)

a) To consider the 1st Quarter accounts (copy attached)

b) To note the Civic Board finalised 1st Quarter accounts (copy attached)

8. EXCLUSION OF PUBLIC & PRESS

That; in accordance with the Public Bodies (Admission to Meetings) Act 1960, it would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted; and therefore the meeting do resolve that the public and press be temporarily excluded and be instructed to withdraw.

9. PERSONNEL

To note the Deputy Chief Executive's Personnel Report (copy attached)

10. DATE OF NEXT MEETING

To note the next meeting to be held on Tuesday 29th November 2017 in the Pitman Committee Room, The Civic Centre, St Stephens Place, Trowbridge at 19:00hrs.

11. PRESS RELEASE

To consider if the Council should make a press or social media releases regarding any of the issues considered by this meeting.