



Civic Centre  
St Stephen's Place  
TROWBRIDGE,  
Wiltshire.  
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1<sup>st</sup> December 2021

## SUMMONS

To members of the Leisure & Information Services Committee: Councillors: Allsworth, Bates (Chair), Halik, Hoar, Jacob (VC), Edward Kirk, Emily Kirk, Palmen, Trigg and Vigar.

Dear Councillor,

You are hereby summoned to a meeting of the **Leisure & Information Services Committee** to be held on **Tuesday 7<sup>th</sup> December 2021 at 19.00hrs** in the Council Chamber, The Civic, St Stephens Place, Trowbridge.

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 business. As a result of the restrictions imposed to control the pandemic, public access will be limited. **Please contact [info@trowbridge.gov.uk](mailto:info@trowbridge.gov.uk) by 16:00 on 6<sup>th</sup> December if you wish to attend this meeting in person. Where it is not possible for you to attend due to reaching the capacity limit, access will be available online via Microsoft TEAMS:** please go to the Town Council Website – Your Council – [Meetings](#) to find the link. Only those attending in person will be able to ask questions and make statements at the meeting during the public period. Questions and statements can otherwise be submitted in advance.

## AGENDA

**This meeting will be recorded.**

### 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 [28<sup>th</sup> September 2021](#).
- 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 receive** questions and comments 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. TROWBRIDGE FUTURE (REPORT ITEM 2.3.1)**

**RECOMMENDATION: To provide continued in kind support staff in all school holiday either with the core delivery team or a casual member of staff.**

**8. DRAFT BUDGET 2022-2023**

**To note** the Draft Budget 2022-2023 (Appendix B in the report).

**9. QUARTERLY MANAGEMENT ACCOUNTS (REPORT ITEM I.1)**

**To consider** the **Q2 Accounts** for this committee (Appendix A in the report).

**10. DATE OF NEXT MEETING**

**To note** the next meeting to be held on Tuesday 22<sup>nd</sup> February 2022 at 19.00hrs

**11. MEDIA RELEASES**

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

**12. EXCLUSION OF PUBLIC AND 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 should resolve that the public and press be temporarily excluded and be instructed to withdraw.

**13. EVENTS IN THE PARK**

**To consider** confidential information relating to events being organised in 2022.

*To all Councillors for information*