



COMMUNITY SERVICES COMMITTEE

17 October 2023

6:30pm

TOWN HALL, SHEEP STREET, STRATFORD UPON AVON

Members of the Community Services Committee are hereby summoned to this meeting.

(Cllrs: Cleeve, Coles, MacDonald, Petrovic, Rashwan, Rolfe, Smith and Vos)

Recording of meetings by Press and the Public

Recording, filming and photography at meetings of the Council, which members of the public can attend is allowed as long as proceedings at the meeting are not disrupted. Recording is not allowed when the meeting has agreed to formally exclude the press and public due to the nature of business discussed. To minimise disturbance to others attending the meeting please switch your phone or other mobile device to silent mode. Unless agreed otherwise in advance, recording and reporting must take place from the public seating area and should be overt and focused on those speaking at the meeting, not other members of the public.

A G E N D A

1. To Accept Apologies for Absence;
2. Declarations of Interests on items on the Agenda;
3. To receive written requests for dispensation for disclosable pecuniary interests (if any);
4. To grant any requests for dispensation as appropriate;
5. Public Participation of non-agenda items on matters under which the Council has control or is a consultative body (subject to a time limit of 15 minutes, 3 minutes per speaker);

6. To Approve Draft Open Minutes of the Community Services Committee Meeting held on 4 July 2023, already circulated; [4.7.23](#)
7. To Adopt Draft Notes of Sub-Group Meetings reporting to the Community Services Committee:
 - 7.1 Website, Social Media & Newsletter Panel Meetings held on 15 August 2023 (Appendix A) and 12 September 2023 (Appendix B)
 - 7.2 Environmental Strategy Panel Meeting held on 1 March 2023 (Appendix C)
8. Budget Review:
 - a. To note Management Accounts for a Budget Review 2023 – 24 this will be tabled at the meeting.
9. Town Clerk's Open Report:
 - a. To review Initiative applications from Slate Events (Appendix D), Stratford upon Avon Christmas Lights Company (Appendix E) and Stratford in Bloom (Appendix F)
 - b. To review the Terms of Reference (Appendix G)
 - c. To receive a quote for stair carpet for the Town Hall (Appendix H)
 - d. To receive quotes for kerbing works at the Cemetery (Appendix I and Appendix J)
 - e. To receive an update on the bin request for West Green Drive
10. Town Clerk's verbal report (if any):
11. Date and Venue of Next Meeting:

The next meeting of the Community Services Committee will take place at 6:30pm on Tuesday 5 December 2023 at the Town Hall.



Caroline Nash
Town Clerk