



PUBLIC NOTICE

GENERAL PURPOSES COMMITTEE MEETING Town Hall, Sheep Street, Stratford-upon-Avon CV37 6EF

Notice is hereby given of Stratford-upon-Avon Town Council's General Purposes Committee Meeting to be held at the Town Hall on Tuesday 11 December, 2018 at 6:30pm. Members of the public are welcome to attend as observers or may wish to raise issues or concerns during the fifteen minutes set aside for Public Participation, commencing at approximately 6:35pm.

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.

AGENDA

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 General Purposes Committee Meeting held on 23 October, 2018, already circulated;

7. **To Adopt Draft Notes of Sub-Group Meetings** reporting to the General Purposes Committee, already circulated:
 - 7.1 Town Hall Income, Facilities & Wellbeing Panel Meeting held on 28 November, 2018;
 - 7.2 Ward Watch Meeting held on 6 December, 2018;
8. **Budget Review 2018/19 (Appendix 'A');**
9. **Town Hall Maintenance List (to be tabled at the meeting);**
10. **Town Clerk's Open Report:**
Open Report pages 1 - 2 Appendices 'B' – 'C' pages 3 - 13
 - 10.1 To receive an update on the reduction of plastic waste (bottled water) in the Town Hall;
 - 10.2 To receive an update from the Town Hall Income, Facilities and Wellbeing Panel;
 - 10.3 To receive an update on Holy Trinity Churchyard from the Open Spaces Foreman;
 - 10.4 To review a further quotation for further improvements to the Cemetery driveway;
11. **Deputy Town Clerk's Verbal Report** – for information only;
12. **Date of Next Meeting:** 9 April, 2019 at 6:30pm.



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Sarah Summers
Town Clerk
5 December, 2018