

LOCAL GOVERNMENT ACT 1972
CIRENCESTER TOWN COUNCIL
NOTICE OF A MEETING OF THE TOWN COUNCIL

NOTICE IS HEREBY GIVEN THAT: -

A meeting of the above named Town Council will be held in the Bingham Gallery & Conference Suite, Bingham House, 1 Dyer Street, Cirencester, on: -

TUESDAY, 13TH OCTOBER 2009 @ 7.00 P.M.

A G E N D A

1. APOLOGIES

To receive and accept the apologies presented.

2. DECLARATIONS OF INTEREST

Members are reminded to declare any personal or prejudicial interests on any item on this agenda in accordance with Cirencester Town Council's Code of Conduct.

3. MINUTES

To confirm the Minutes of the Meeting held on Tuesday, 8th September 2009 and to receive updates in respect of any matters arising.

4. PUBLIC PARTICIPATION (Standing Order 68 refers)

If a member of the public wishes to speak at a meeting, or would like to submit correspondence they are asked to notify the Chief Executive Officer in advance of the meeting and no later than 5pm on the day before the meeting. For the purpose of public speaking, a member of the public is defined as someone who is included on the electoral register for the town of Cirencester and those who are excluded from the register by age and who reside in the town.

5. MEMBER PARTICIPATION (Standing Orders 27 to 30 refer)

A member may ask the Mayor/Presiding Chairman any question concerning the business of the Council.

6. PLANNING COMMITTEE

That the recently considered applications and decisions made at Planning Committee Meetings held on the 17th September and 1st October 2009 be noted. (Details are available in the Council Office during the working week and at the Council Meeting.)

7. CORPORATE GROUP

To receive the Notes of the Meeting of the Corporate Group held on 9th September 2009, including a recommendation to endorse the current policy relating to the reimbursement of members travel expenses, subject to the mileage rates being in line with the HM Revenue and Customs approved mileage rates.

8. PROJECT GROUP

To receive the Notes of the Meeting of the Project Group held on 14th September 2009, including information relating to the proposed Abbey Grounds concert, the winter maintenance programme of works and a recommendation relating to the disposal of a small area of amenity land at Crabtree Lane.

9. POLICE LIAISON PANEL

To receive the Notes of the Meeting of the Police Liaison Panel held on Tuesday, 22nd September 2009.

10. PERSONNEL GROUP

To receive the Notes of the Meeting of the Personnel Group held on Monday, 28th September 2009, including recommendations relating to Equality and Diversity, Recruitment and Selection, Lone Working and Flexible Working Policies (which are identified separately on the agenda).

Contd.

11. CLIMATE CHANGE AND SUSTAINABILITY GROUP

To receive the Notes of the Meeting of the Climate Change and Sustainability Group held on Monday, 5th October 2009.

12. SCHEDULE OF ACCOUNTS PAID 1ST TO 30TH SEPTEMBER 2009

To approve and authorise the schedule of payments made during the period 1st to 30th September 2009.

13. SCHEDULE OF FEES FOR THE PROVISION OF DOCUMENTS AND INFORMATION 2010/11

To consider and approve the Schedule of Fees for the Provision of Documents and Information 2010/11, as recommended by the Corporate Group.

14. EQUALITY AND DIVERSITY POLICY

To consider and approve the Equality and Diversity Policy, as recommended by the Personnel Group.

15. RECRUITMENT AND SELECTION POLICY

To consider and approve the Recruitment and Selection Policy, as recommended by the Personnel Group.

16. LONE WORKING POLICY

To consider and approve the Lone Working Policy, as recommended by the Personnel Group.

17. FLEXIBLE WORKING POLICY

To consider and approve the Flexible Working Policy, as recommended by the Personnel Group, for a pilot period of one year to commence at the Chief Executive Officer's discretion, together with a 6 month review and a further review prior to the cessation of the pilot period so that consideration can be given as to whether flexible working be continued.

18. NALC LARGER COUNCILS COMMITTEE

To consider the nomination of Councillor D J Nash to serve on the National Association of Local Councils, Larger Councils Committee and, subject to budget, approve attendance at the NALC, one day, Larger Councils Conference in December 2009.

19. OUR FUTURE CIRENCESTER

To receive a report relating to the delivery of the Our Future Cirencester Community Plan and to approve the commencement of developing a new website for the Town Council and Our Future Cirencester.

20. PASSPORT INITIATIVE

To receive a verbal update relating to the passport initiative, as previously endorsed by Council, and to approve its incorporation into a Town Guide for Cirencester in 2010.

21. ANNOUNCEMENTS

- a) Mayor
- b) Chief Executive Officer/Town Clerk
- c) Town Councillors - an opportunity to refer to any meetings/civic engagements attended on behalf of the Town Council (written reports, including those for seminars/conferences attended, are to be placed on the notice board prior to the meeting).

22. CORRESPONDENCE

- a) Council Information Sheet;
- b) Any other correspondence received in accordance with Standing Order 68g)

DATED this 6th day of October 2009

Signed

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**A D Tubb, Chief Executive
Officer**