

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, 10TH NOVEMBER 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, 13th October 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 15th and 29th October 2009 be noted. (Details are available in the Council Office during the working week and at the Council Meeting. The Minutes of the Planning Committee Meetings are circulated to all Members.)

7. FINANCE COMMITTEE

To receive the Minutes of the Finance Committee Meeting held on 3rd November 2009, including recommendations that the Corporate Group gives consideration to the allocation and awarding of grant aid, the External Auditor's report be approved along with the Draft Estimates 2010/11, which are identified separately on the agenda.

8. CORPORATE GROUP

To receive the Notes of the Meeting of the Corporate Group held on 14th October 2009, including a recommendation for the approval of the Risk Management Strategy, which is identified separately on the agenda.

9. PROJECT GROUP

To receive the Notes of the Meeting of the Project Group held on 19th October 2009, including information relating to the Abbey Grounds and the Chesterton Project.

10. SCHEDULE OF ACCOUNTS PAID 1ST TO 31ST OCTOBER 2009

To approve and authorise the schedule of payments made during the period 1st to 31st October 2009.

11. ANNUAL RETURN 2008/09 - EXTERNAL AUDITOR'S REPORT

To approve the Annual Return 2008/09 - External Auditor's Report.

12. DRAFT ESTIMATES 2010/11

To approve the Draft Estimates and a precept of £668,485 for 2010/11.

13. RISK MANAGEMENT STRATEGY

To consider the approval of the Council's Risk Management Strategy, as recommended by the Corporate Group.

14. OUR FUTURE CIRENCESTER

To receive an update on the 'Our Future Cirencester' Community Plan.

15. DRAFT SCHEDULE OF MEETINGS 2010/11

To consider the approval of the Schedule of Meetings for 2010/11.

16. 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).

17. CORRESPONDENCE

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

18. MATTERS IDENTIFIED FOR FUTURE CONSIDERATION

An opportunity for any member to raise an item or items that they think should be on the agenda for discussion at the next meeting. No notice is required.

PART TWO
CONFIDENTIAL

Confidential item in respect of which a resolution may be passed in accordance with the Public Bodies (Admission to Meetings) Act 1960, excluding the press and public.

C19. COMMUNICATION AND WEBSITE DESIGN CONTRACT

To consider and approve the contract for the communication and website design project following short-listing and interviews.

DATED this 4th day of November 2009

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Signed

**A D Tubb, Chief Executive
Officer**