**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

 North Yorkshire

 HG5 0HW

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 27 June 2023

To: **The Members of the Community and Environment Services Committee** – Councillors J Batt, A Bell, M Flood, H Gostlow, K Lacey, S Oakes and

 H Westmancoat

Dear Councillors:

I hereby summon you to the following meeting of **KNARESBOROUGH TOWN COUNCIL COMMUNITY AND ENVIRONMENT SERVICES COMMITTEE** to be held at Knaresborough House, Knaresborough, HG5 0HW on:

**Monday 03 July 2023**

**7:00 pm**

Please see the Agenda for the meeting below:

Yours faithfully

A Pulman

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Clerk of the Council

Any queries regarding this agenda should be addressed to the **Clerk** at **office@knaresboroughtowncouncil.gov.uk**

**COUNCIL AGENDA – Monday 03 July 2023**

**1. To elect a Chair** for the Committee

**2.** **To elect a Vice-Chair** for the Committee (if required)

**3.** To receive **Apologies and consider approval** of the reasonsfor inability to attend the meeting.

**4.** To receive declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**.

**5. KTC Public Speaking Session**

Any member of the public who wishes to speak about an item on this agenda, or any topic they wish to bring to council’s attention, does not need to give notice but priority will be given to those who have given prior notice to the Clerk – *please see contact details on the front of this agenda.*

*A representative**from The Hive to attend the meeting to update members on activities.*

**6. To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Community Services and Environment Committee** Meeting held on**:**

None for this meeting

**7.** **Business Remaining**

None for this meeting

**8. Correspondence**

**8.1 To consider** the emailed request from the RHS to formally donate ‘a framed section of wood from the first Ribston Pippin apple’, currently on loan from KTC to the RHS *(ca)*

**8.2 To consider** the grant application from Knaresborough Chamber of Trade re: Town Crier Outfit *(ca)*

**9. Reports from Full Council, Sub-Committees and Working Groups**

**9.1 To consider request from Full Council** to decide next steps to support further developments in Knaresborough to improve facilities for tourists and promote the town as a tourism destination *(ca)*

**10. Propositions to Full Council**

**10.1 To consider** any propositions from Community and Environment Services Committee for inclusion on the next Full Council Meeting agenda.

**Note:** Members of the public and press are invited to attend the meeting as observers. Only Town Councillors are entitled to vote. A list of Councillors is available on the website or notice board at Knaresborough House. Agenda papers may be viewed on the website or purchased at the Town Clerk’s office.

**A copy of the agenda in larger print is available on request.**

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established but anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance with KTC's adopted policy to effectively and lawfully manage this activity.

**Emergency Procedures for Meetings – Fire**

 Details on fire evacuation procedures are displayed in the Council Chamber. Members and visitors are to familiarise themselves with these and the location of fire exits, in the building.