**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

 North Yorkshire

 HG5 0HW

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 26 September 2023

To: **The Members of the Community Services and Environment 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 SERVICES AND ENVIRONMENT COMMITTEE** to be held at Knaresborough House, Knaresborough, HG5 0HW on:

**Monday 02 October 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 02 October 2023**

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

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

**3. 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.*

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

**4.1** Monday 03 July*2023 (ca)*

**5.** **Business Remaining**

None for this meeting

**6. Correspondence**

**6.1 To consider** communication from Hedgehogs R Us *(ca)*

**7. Full Council, Sub-Committees and Working Groups**

**7.1 To consider the verbal request** from the Climate Emergency Sub-Committee to explore the possibility of engaging a Consultant, and the associated costs, in order to progress the next steps in the proposed project to install solar panels on the roof at the Knaresborough Wellbeing Hub. Recommendation from sub-committee to be brought back to Council for consideration.

**7.2 To Receive and Note the** meeting notes from theCastle Area Projects Sub-Committee held on 27 June and 25 July 2023. *(ca)*

**7.3 To Receive and Note the** meeting notes the Climate Emergency Sub-Committee held on 29 June and 25 July 2023. *(ca)*

**7.4 To approve** the Terms of Reference for the Castle Area Projects Sub Committee

**8. Propositions to Full Council**

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

To consider requesting that Full Council amend the Terms of reference for the Community Services and Environment Committee to bring it in line with other standing committees with regard to delegated authority to spend budgeted monies.

**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.