

## Dear Sir/Madam

I hereby give you notice that the next meeting of the Community Projects Committee will be held on Tuesday $\mathbf{2 3}^{\text {rd }}$ May 2023 in Unit 3D, Enterprise Centre, Castledown Business Park at 7pm.

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Dated this day $17^{\text {th }}$ May 2023
2022.


Signed: Mrs C Lovell Clerk

AGENDA

| Item | Topic | Who? |
| :---: | :--- | :---: |
| $\mathbf{1}$ | Election of Chair | All |
| $\mathbf{2}$ | Apologies for absence | All |
| 3 | Declarations of interest | All |
| 4 | Minutes of Previous meeting <br> Minutes of April meeting ratified at May 2023 full town meeting | MC <br> JP <br> NJ <br> LC |
| 5 | Civic Centre <br> General update <br> Facilities Management update <br> Furniture and Fixings Update <br> Booking system <br> EV charging - pending receipt of information | Allotments |
| $\mathbf{6}$ | Skate Park | Agenda items <br> by |
| 7 | Correspondence/Updates <br> days before <br> meeting |  |
| $\mathbf{8}$ | Date of next meeting |  |

