

12<sup>th</sup> July 2024

**To: Members of Daventry Town Council**

Dear Councillor

You are **summoned** to attend a **Special Meeting** of the **Town Council** to be held on **Monday, 22<sup>nd</sup> July 2024 at 6.30pm** at the 3 New Street, Daventry, NN11 4BT for the transaction of the under mentioned business.

**Please note that prior to the meeting commencing at 6.00pm, there will be an opportunity for Town Councillors to meet in private with the candidates for co-option.**

Yours sincerely



Deborah Jewell  
Chief Officer

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**The press and public are cordially invited to be present.**

**Please switch mobile phones and electronic recording devices to silent.**

**Audio recording notice:** This meeting will be recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained until the Minutes have been signed by the relevant Chairman as a true record.

**Please Note:** If any member or member of the public wish to film or record the meeting, any data collected by persons other than the Town Council will not be protected under the Data Protection Act.

#### **A G E N D A**

- TC2407.1. APOLOGIES.** To receive and consider apologies for absence.
- TC2407.2. DECLARATION OF INTERESTS.** Members to declare any interests they consider relevant to specific items identified in this agenda.
- TC2407.3. CO-OPTION OF TOWN COUNCILLOR ON DAVENTRY EAST WARD.** Members to receive statements and/or presentations from candidates in support of their application to be co-opted onto Daventry Town Council as a representative for Daventry East Ward and vote, by a show of hands to fill the vacancy.

- TC2407.4. DECLARATION OF ACCEPTANCE OF OFFICE.** The successful candidate will be invited to sign their Declaration of Acceptance of Office and Undertaking of Compliance with the Code of Conduct for Daventry Town Council.
- TC2407.5. COMMITTEE MEMBERSHIP.** To consider appointment of newly co-opted member to serve on chosen committees.
- TC2407.6. DATE OF NEXT MEETING.** To note the date of next Town Council meeting as Monday, 19<sup>th</sup> August 2024.