

Date: 15 March 2004
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Members of the Communities Overview Committee
Other Members of the Council for Information
Chief Executive
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Dear Sir/Madam

Communities Overview Committee

Wednesday, 24 March 2004 – 6.30pm

The above meeting will be held in the Council Chamber, Knowle, Sidmouth to consider the matters detailed on the agenda below.

Yours faithfully

MARK WILLIAMS

Chief Executive

AGENDA

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| 1. | To confirm the minutes of the special meeting of the Communities Overview Committee held on 4 March 2004 | 3 – 5 |
| 2. | To receive any apologies for absence. | |
| 3. | To consider any items which in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances.

(Note: such circumstances need to be notified in the minutes; any Member wishing to raise a matter under this item is requested to notify the Chief Executive in advance of the meeting). | |
| 4. | To agree any items to be dealt with after the public (including the press) have been excluded. There are no items that the officers recommend should be dealt with in this way. | |
| 5. | Decisions made by the Executive Board called in by Members for scrutiny in accordance with the Overview Procedure Rules under Part 4 of the Constitution (There no items which have been identified) | |

6.	Community Safety Best Value Review Report	Policy Manager	6 – 8 + booklet
7.	Best Value review of Housing Services	Policy Manager	9 – 12 + booklet
8.	Enforcement Policy for Environmental Health & Health Equalities	Head of Environmental Health & Health Equalities	13 – 30
9.	Travel and Transport Task and Finish Forum – To agree terms of reference	Corporate Director – Communities	31
10.	Sports Field Strategy Task and Finish Forum – To agree terms of reference	Head of Leisure & Lifestyles	32

Notes for Members

Members are reminded of the obligation to declare the existence and nature of any personal interests they may have in any items to be considered at this meeting and to withdraw if it is a prejudicial interest before any discussion takes place.

In addition Members are reminded that when considering any matter in respect of which a Member of an Overview Committee is subject to a party whip the Member must declare the existence of the Whip, and the nature of it before the commencement of the Committee's deliberations on the matter.