



9 January 2004

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To: The Chairman and Members of the Executive Board
Other Members of the Council for information
Chief Executive
Corporate Directors

Dear Sir/Madam

Executive Board, Wednesday, 20 January 2004 at 5.30 pm

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

Members of the Council who do not sit on the Executive Board may attend as observers.

Yours faithfully

MARK WILLIAMS

Chief Executive

AGENDA

Part A

Page/s

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| 1. | To confirm the minutes of the meeting of the Executive Board held on 17 December 2003. | 3-7 |
| 2. | To receive any apologies. | |
| 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 specified 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 which the Officers recommend should be dealt with in this way. | |

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| 5. | Matters referred to the Executive Board (by an Overview Committee or the Council) for re-consideration in accordance with the Overview Procedure or budget and Policy Framework Procedure Rules under Part 4 of the Constitution | 8-22 |
| 6. | Audit and Inspection Annual Letter

To receive the Audit and Inspection annual letter from the Audit Commission | 8-22 |

Key Decisions

There are no key decisions to be taken.

Matters for Decision

- | | | | |
|-----|---|--|---------------------|
| 7. | Draft Revenue & Capital Estimates 2004/05 | Corporate Director –
Economy | 23-25
+ booklet* |
| 8. | Draft Housing Revenue Account Estimates | Corporate Director –
Economy | 36-38 |
| 9. | Council Tax – Second and Empty Homes Discounts | Corporate Director –
Economy | 39-42 |
| 10. | Bid for Grant Aid – Exmouth Shopmobility | Corporate Director –
Communities | 43-56 |
| 11. | Performance Monitoring 2003/04
Performance Monitoring Report – November 2003 | Corporate Director -
Central Services | 57-62 |

* Members of Overview Committees are asked to retain this booklet for consideration by their Committees.

Note: Members' Interests

Members are reminded of their 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.