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To: Members of the Control Tower Committee
Cc: Greenham Parish Councillors

Dear Sir/Madam,

YOU ARE HEREBY SUMMONED to a Meeting of the Control Tower Committee of Greenham Parish Council on **Tuesday 9th May 2017 at 7:00 pm at Liberty House, Greenham Business Park.**

Yours faithfully,

David Fowler

Clerk

3rd May 2017

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest, Statements of Position and Dispensations,**
To receive any Declarations of Interest and Statements of Position by Councillors.
- 3. Approval of Minutes**
 - a) **To approve** the Minutes of the meeting held on 26th April 2017
- 4. Public Session**
 - a) **To receive** any public questions and comments
- 5. Review of Outstanding Actions**
 - a) **To review** actions outstanding from the last meeting
 - b) **To agree** any further actions required
- 6. Project Manager role**
 - a) **To review** tenders received for the role
 - b) **To agree** a shortlist of tenders for interview.
- 7. BDO report**
 - a) **To consider** the management response to the BDO audit
 - b) **To agree** next steps
- 8. SIB Engagement**
 - a) **To report back to committee** the meeting with SIB on 2nd May
 - b) **To agree** next steps in response
- 9. Survey Report**
 - a) **To review** the public survey results

10. Café Market Engagement Strategy

- a) To review café engagement document
- b) To consider issuing a press release advertising café market engagement

11. Interpretation Working Group

- a) To receive a report on IWG activity

12. Formation of the Charitable Trust

- a) To report back solicitors' advice on setting up the 'operating company' for the Control Tower

13. Other items for information only – no decisions can be taken

A full copy of the agenda pack (including supporting papers) can be downloaded from the Council's website at www.greenham.gov.uk.

Members of the Public are welcome to attend the meeting, to ask questions and to comment on the proceedings with the consent of the Chairman. In accordance with The Openness of Local Government Bodies Regulations 2014, photographs, audio and video recordings of the meeting and of those attending may be taken at the meeting by the press and others.

You are invited to contact the Clerk of the Council if you have any questions or matters of concern that you would like the Council to address.