



Minutes of the Community Safety Committee Meeting held on **Tuesday 31st August 2021** at 7.00pm.

Present: Cllr L Murray, Cllr M Reilly, Cllr S Shrubbs and Cllr E Sinfield
Mrs A Reynolds (Clerk to the Council)

	Action
<p>CSC/21/01 – Election of Chairman Cllr Sinfield proposed Cllr Reilly be elected as Chairman, Cllr Shrubbs seconded the proposal, and all agreed. Cllr Reilly accepted the nomination.</p>	
<p>CSC/21/02 – Acceptance of apologies for absence. Cllr M Wixon RESOLVED: That absence be approved</p>	
<p>CSC/21/03 - Public Session No members of the public were present</p>	
<p>CSC/21/04 – 1. Declarations of interest None 2. Requests for Dispensation None</p>	
<p>CSC/21/05 – Response to issues raised in the Public Session Nothing to respond to.</p>	
<p>CSC/21/06 – Resolve and agree remit of committee as per draft terms of reference RESOLVED: To agree the remit of the committee as per the draft terms of reference.</p>	
<p>CSC/21/07 – Resolve and agree outside bodies to be included on the committee or receive reports/involvement as per draft terms of reference RESOLVED: the council resolved to invite the external organisations to attend future meetings and/or to send reports into the council that are relevant to the committee. It was also agreed that the clerk will send a copy of the terms of reference to the external organisations for their information.</p>	Clerk
<p>CSC/21/08 – Resolve and agree reports required for and from the committee as per draft RESOLVED: Reports and frequency of reports were agreed in Item 10 'Reporting' of the terms of reference.</p>	
<p>CSC/21/09 – Resolve and agree roles within the committee 1. Crime Stats report creator RESOLVED: Cllr S Shrubbs was appointed as crime stats report creator. 2. VAS Stats report creator RESOLVED: Cllr A Fox was appointed as VAS stats report creator. 3. Social Media campaign creator RESOLVED: For Cllrs A Fox and M Reilly to share the role of Social Media campaign creator.</p>	
<p>CSC/21/10 – Resolve how often to report back to full council as per draft terms of reference RESOLVED: – It was resolved as per Item 10 'Reporting' of the terms of reference the reporting will be quarterly, with an annual review on the performance of the committee.</p>	



<p>CSC/21/11 – Resolve how often to meet and schedule dates RESOLVED: To meet quarterly on the first Monday of the month at 7pm, with the next meeting being held on 6th December. The Clerk will set up a group in Teams and will send calendar invitations for meetings to all members of the community safety committee.</p>	Clerk
<p>CSC/21/12 – Resolve to agree to adopt terms of reference as amended following discussions and resolutions. RESOLVED: Following amendments to the draft terms of reference, the committee resolved to adopt the terms of reference.</p>	
<p>CSC/21/13 – Close The meeting closed at 8.30pm</p>	
<p>Date of next meeting: Monday 6th December</p>	

Signed: _____

Date: _____

DRAFT