



CONSTITUTION WORKING PARTY

Thursday, 29th May, 2014

6.00 pm

Town Hall, Watford

Publication date: 23 May 2014

CONTACT

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Pat Thornton in Democracy and Governance on 01923 278372 or by email to legalanddemocratic@watford.gov.uk .

Welcome to this meeting. We hope you find these notes useful.

ACCESS

Access to the Town Hall after 5.15 pm is via the entrance to the Customer Service Centre from the visitors' car park.

Visitors may park in the staff car park after 4.00 p.m. and before 7.00 a.m. This is a Pay and Display car park; the current charge is £1.50 per visit.

The Committee Rooms are on the first floor of the Town Hall and a lift is available. Induction loops are available in the Committee Rooms and the Council Chamber.

FIRE/EMERGENCY INSTRUCTIONS

In the event of a fire alarm sounding, vacate the building immediately following the instructions given by the Democratic Services Officer.

- Do not use the lifts
- Do not stop to collect personal belongings
- Go to the assembly point at the Pond and wait for further instructions
- Do not re-enter the building until authorised to do so.

MOBILE PHONES

Please ensure that mobile phones are switched off before the start of the meeting.

MINUTES

Copies of the minutes of this meeting are usually available seven working days following the meeting and can be found on the Council's website www.watford.gov.uk/meetings

RECORDING OF MEETINGS

An audio recording may be taken at this meeting for administrative purposes only.

COMMITTEE MEMBERSHIP

Councillor K Hastrick (Chair)

Councillor I Sharpe (Vice-Chair)

Councillors S Johnson, M Mills, G Saffery and M Turmaine

AGENDA

PART A - OPEN TO THE PUBLIC

1. **APOLOGIES FOR ABSENCE**
2. **DISCLOSURE OF INTEREST (IF ANY)**
3. **MINUTES OF PREVIOUS MEETING**

To sign the minutes if the meeting held on 13 March 2013 (*all minutes are published on the Council's website*)

4. **SUGGESTED AMENDMENTS TO THE CONSTITUTION** (Pages 1 - 10)

Report of the Head of Democracy & Governance