



# **COUNCIL FUNCTIONS COMMITTEE**

**Thursday, 1st March, 2012**

**7.30 pm**

**Town Hall, Watford**

**Publication date: 22 February 2012**

## **CONTACT**

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Jodie Kloss in Legal and Property Services on 01923 278376 or by email to [legalanddemocratic@watford.gov.uk](mailto:legalanddemocratic@watford.gov.uk) (Minicom available on 01923 278499).

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.

# **COMMITTEE MEMBERSHIP**

Councillor K Hastrick (Chair)

Councillors S Counter, E Hines-Randall, A Lovejoy, H Lynch, N Shah and D Walford

## **AGENDA**

### **PART A - OPEN TO THE PUBLIC**

**1. APOLOGIES FOR ABSENCE/ COMMITTEE MEMBERSHIP**

**2. DISCLOSURE OF INTERESTS (IF ANY)**

**3. MINUTES**

To approve for signature the minutes of the meeting held on 23 November 2011.

**4. COUNCIL TAX 2012/13**

Report of the Head of Strategic Finance

Report to follow

This page is intentionally left blank