

Sandwich Town Council IT and Digital Communications Working Group Meeting



Agenda

Councillors: P Breen, P Carter, E Csuka, S Mallett and M Moorhouse
Officer: G Gray (Interim Town Clerk)

Members are hereby cordially invited to attend an Information Technology (IT) and Digital Communications Working Group Meeting in the Council Chamber, Guildhall on Wednesday 7th June 2023 at 18:00 to transact the business on the agenda below.

Date: **1st June 2023**

Gill Gray: Interim Town Clerk

1	To elect a Chair:	
2	Apologies for absence received:	
3	Declarations of interest: To receive any declarations of disclosable pecuniary interests from Members in respect of business to be transacted on the agenda.	
4	Confidential Matters: Under the Public Bodies (Admission to Meetings) Act 1960 (extended by s.100 of the Local Government Act 1972) the public may be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item. 1. Information relating to information of a commercially sensitive nature: Decision required	
5	To agree the Terms of Reference for the Working Group	
6	IT related matter for the for the group's attention (Mayor Paul Carter to report)	
7	To review the list of items in the report presented to the STC meeting on 22nd May 2023 and to ensure the scope is complete.	
8	Agree a provisional plan for the group to measure progress against	
9	Any other business	
10	Date and time of next IT and Digital Communications Working Group Meeting: TBC	