



**Town Clerk & RFO: Miss Dee Smith**  
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**Billingham Library & Customer  
Service Centre**  
**Billingham**  
**TS23 2LN**

**TO: All members of the [Services & Engagement Committee](#)**

**You are summoned to attend the next meeting of the Services & Engagement Committee to be held on Tuesday 15<sup>th</sup> April 2025 at 5.30pm.**

**This meeting will be held at Billingham Library and Customer Service Centre, Meeting Room C, Billingham, TS23 2LN.**

## **AGENDA**

### **1. CHAIRMAN'S ANNOUNCEMENTS**

### **2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

### **3. DECLARATIONS OF INTEREST**

Members to inform the Chairman of the Committee of any Declarations of Interest for matters set out within this agenda.

### **4. PUBLIC PARTICIPATION**

In accordance with section 3 (f) of the BTC Standing Orders, members of the public, present may address the Council or Committee at this point on the agenda. The Council/Committee reserves the right to respond or debate the issue at a later date.

None received at the time of preparation of the agenda.

**5. MINUTES OF SERVICES & ENGAGEMENT COMMITTEE MEETING HELD ON 18<sup>TH</sup> MARCH 2025**

To approve the above minutes as a true and accurate record (see Appendix A – draft minutes 18<sup>th</sup> March 2025).

**6. EVENTS**

The Town Clerk will give a verbal update on the night.

Members are reminded that the Annual Assembly takes place on Tuesday 22<sup>nd</sup> April 2025.

**7. SERVICES UPDATE**

- a. Members are provided with a services report from the Business Support Manager (see Appendix B – Report on Services).
- b. Members are asked to consider the continuation of the Baby & Toddler Group over the café summer season. The Business Support Manager will give a verbal update on the night.

**8. LOW GRANGE COMMUNITY CENTRE**

Members are provided with a report on Low Grange Community Centre (see Appendix C – LGCC Report).

**Miss Dee Smith**  
**Town Clerk/RFO to Billingham Town Council**  
**9<sup>th</sup> April 2025**

**PLEASE BE ADVISED:**

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have the access to the agenda papers.

Filming, Photographing or Audio Recording of the Town Council meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing, or recording the meeting.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting or for details of access to the meeting for people with disabilities, please contact Miss Dee Smith, Town Clerk via [dee.smith@billingham-tc.gov.uk](mailto:dee.smith@billingham-tc.gov.uk) or telephone 01642 551171.