

Notice of Meeting

Buckinghamshire Council and Surrey County Council Joint Trading Standards Service Committee

**Date & time**

Monday, 4
November 2024 at
2.00 pm

Place

Paralympic Room,
The Gateway
Gatehouse Road
Aylesbury
HP19 8FF

Contact

Joss Butler, Committee
Manager

joss.butler@surreycc.gov.uk

If you would like a copy of this agenda or the attached papers in another format, eg large print or braille, or another language please either call 020 8541 9122, write to Democratic Services, Woodhatch Place, Cockshot Hill, Reigate RH2 8EF, or email joss.butler@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Joss Butler, Committee Manager on joss.butler@surreycc.gov.uk.

Members of the Committee

Mark Winn (Co-Chairman) and Kevin Deanus (Co-Chairman)

Advisory Members:

Scott Lewis and Carl Jackson

AGENDA

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence and substitutions.

2 MINUTES OF THE PREVIOUS MEETING [10 APRIL 2024]

(Pages 5
- 10)

To agree the minutes of the previous meeting.

3 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter

- (i) Any disclosable pecuniary interests and / or
- (ii) Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial.

4 PROCEDURAL ITEMS

a Members' Questions

The deadline for Member's questions is 12pm four working days before the meeting (29 October 2024).

b Public Questions

The deadline for public questions is seven days before the meeting (28 October 2024).

5 PETITIONS

The deadline for petitions was 14 days before the meeting.

6 ACTION TRACKER AND FORWARD PLAN

(Pages
11 - 16)

To review the Action Tracker and Forward Plan.

7 JOINT SERVICE BUDGET

Report to follow.

8 TRADING STANDARDS VAPES ENFORCEMENT UPDATE

Report to follow.

**9 OFFICIAL FOOD STANDARDS AND FEED CONTROLS SERVICE
PLAN 2024-2025**

Report to follow.

10 2024/25 HALF YEAR PERFORMANCE (APRIL TO END SEPTEMBER)

Report to follow.

11 DATE OF THE NEXT MEETING

The next meeting of the Buckinghamshire County Council and Surry County Council Joint Trading Standards Service Committee will be held on 9 April 2025.

Terence Herbert
Chief Executive
Published: 25 October 2024