

Salisbury City Council
The Guildhall
Market Place
Salisbury
SP11JH



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To all Members of the Commercial Services Committee:

Chairman: S Foster Vice Chairman: M Brown

Cllrs: P Beaven, C Corbin, S Hocking, E Rimmer, R Rogers

You are summoned to attend a meeting of the Commercial Services Committee of Salisbury City Council to be held on **Monday 2 February 2026 at 1830 hours at The Guildhall.**

This Committee meeting is open to the public and press to attend and those attending the meeting shall be informed that they may be recorded.

A handwritten signature in black ink, appearing to be 'Asa Thorpe', written in a cursive style.

Asa Thorpe
Chief Executive Officer
27 January 2026

cc: All other Members of the Council for information

Agenda

1. **Apologies:**

To receive any apologies for absence.

2. **Public Questions/Statement Time:**

To receive any questions or statements from members of the public.

Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer by midday on the working day before the meeting.

3. **Councillors Questions/Statement:**

To receive any questions or statements from Councillors.

Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer on the working day before the meeting. For urgent questions/statements for which no notice has been given, a copy of the question/statement must be delivered to the Chief Executive Officer by three o'clock on the day before the meeting.

4. **Minutes of Previous Meeting:**

To approve as correct record and sign the minutes of the last meeting of the Commercial Services Committee on 27 October 2025.

5. **Declarations of Interest:**

To receive any Declarations of Interest from Councillors in respect of this agenda. Councillors do not have to declare an interest which is already noted on the Council's website, although they may choose to do so.

6. **Dispensations:**

To note any Dispensations agreed by the Chief Executive Officer in respect of this agenda prior to the meeting, and to determine any additional Dispensations requested at this meeting in respect of this agenda.

7. **Chair's Announcements:**

To receive any announcements from the Chair.

8. **Business Team Update:**

To receive a presentation and verbal update from Matthew Hine, Head of Business, on current departmental activity and ongoing projects.

*Background Papers: **Business Team Update**
Contact Officer: Head of Business, Matt Hine (01722 342860)*

9. **Budget Monitoring Report:**

To receive and note the latest budget outturn and monitoring report for the current financial year.

*Background Papers: **P8 Budget Monitoring Report**
Contact Officer: Head of Business, Matt Hine (01722 342860)*

10. **Red Cord Campaign:**

To agree the Salisbury City Council and DIGS sticker design for printing and distribution for the Red Cord campaign.

*Background Papers: **Red Cord Campaign**
Contact Officer: Head of Business, Matt Hine (01722 342860)*

11. **Exclusion of Press and Public:**

To consider the following resolution:

That, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of Agenda Item 12, as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted / the following special reason: the item contains commercially sensitive financial and business information.

12. **Exempt item - Business Dashboard Concept:**

To receive an introduction to the Business Dashboard concept for the Guildhall.

13. **Matters, if any, which by reason of special circumstances the Chair decides should be discussed as a matter of urgency for information only. Please note that the Council cannot lawfully consider or determine any matter which is not specified on the Agenda of this summons.**