

SHOTLEY PARISH COUNCIL

Complaints Committee

Clerk: Mrs D Bedwell

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22nd August 2019

All Parish Councillors who are members of the Complaints Committee are summoned to attend a meeting due to be held on **Wednesday 28th August 2019 at 7.15pm at the Village Hall, Shotley (Large Committee Room).**

This meeting will not be open to the public due to the nature of the business being transacted.

pp Clerk

AGENDA

	Time
1. Appointment of Chairman	7.15
2. Apologies for absence	7.20
3. Declarations of interest with regard to items on the agenda	7.23
Exclusion of press and public: <i>That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed</i>	
4. To consider correspondence received by the Parish Council and approve formal response to be sent	7.25
5. Date of next meeting	8.00