

# **CAISTOR TOWN COUNCIL**

Dear Councillor

You are hereby summoned to attend the annual general meeting of Caistor Town Council, which will be held on Thursday, 12<sup>th</sup> September 2019, commencing at 7pm in the Council Chamber, Caistor Town Hall, North Street, Caistor LN76QU. The meeting is open to the public and the business to be dealt with at the meeting is listed on the Agenda.

**There will be a public forum for 10 minutes, between 7.00pm and 7.10pm, when members of the public may ask questions, or make short statements to the Council. Your attendance is also requested during this period. The public forum will be followed immediately by a meeting of the Town Council.**

Jim Hanrahan Town Clerk

Date: 6<sup>th</sup> September 2019

## **Town Council Meeting Agenda**

1. **Apologies for absence & reasons given:**
2. **To receive declarations of interest:**
3. **To confirm and sign the minutes of the meeting held on 8<sup>th</sup> August 2019:**
4. **Chairman's Report:**
5. **To receive minutes from Committees:**
  - a) Finance Committee (15-08-19)
  - b) Employment Committee (22-08-19)
  - c) Environment Committee (05-09-19)
  - d) Matters Arising for Action
6. **Reports from External Bodies:**
  - a) Police Report:
  - b) LCC Report:
  - c) WLDC Report:
7. **Town Clerk's Report:** on ongoing matters.
8. **Finance:**
  - a) To note the income and expenditure report and bank statements:
  - b) To approve the schedule of Payments and Receipts for August 2019:
9. **Correspondence:**
10. **Parks Inspection Report:** (Cllr J Bowman).
11. **Reports from meetings of external bodies and groups:**
12. **Confidential matters:** To discuss & resolve whether to move into closed session. Should this resolution be passed, members of the public and press will be required to leave the meeting.

**Jim Hanrahan, Town Clerk,  
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