

9th April, 2016

Dear Councillor

NOTICE OF MEETING

You are summoned to attend a meeting of Hetton Town Council to be held in the Hetton Centre, Welfare Road, Hetton-le-Hole on TUESDAY, 19th APRIL, 2016 at 7.15 p.m. at which it is proposed to consider and transact the following business, viz:-

Members of the public and press are welcome to attend the meeting.

The Council have adopted a policy in respect of Public filming, recording or otherwise reporting of Council Meetings. Prior to the meeting the Mayor will make an appropriate announcement relating to this matter and policy issues.

'To advise both Members of the Council and members of the public that the meeting may be recorded by both audio and video and photographs may also be taken. Indeed the Town Council are recording the Meeting, in accordance with their adopted policy. Any objections to this should be stated before the commencement of the Meeting.'

7.00 p.m. Public Participation

Prior to the commencement of the meeting there will be a period of 15 minutes to allow any members of the public to address Members on matters included on the Agenda. Each member of the public may speak on **one matter for 3 minutes only maximum.**

AGENDA

- 1. To receive accept and approve Apologies for Absence**
- 2. To receive and approve the Minutes of the last Meeting held 15th March, 2016**
- 3. To consider matters arising from the Minutes**
- 4. To record Declarations of Interest from Members for any items on the Agenda**
- 5. Reports from Members – Ward matters to be investigated**
- 6. To receive and accept the Minutes of the Finance and Resources Committee held 4th April, 2016**

John Price, Town Clerk