



**TO: ALL MEMBERS
OF THE COUNCIL**

Ref: PAR/LM/C&HCtee

Date: 1

Dear Councillor,

In accordance with the provisions of the Local Government Act 1972 you are summoned to attend a **SPECIAL MEETING** of the **COMMUNITY & HERITAGE COMMITTEE** to be held at Newton's Place, 43 Wolborough Street, Newton Abbot on **WEDNESDAY 17th MAY 2023** during the Annual Meeting of the Council which commences at 6.30 p.m.

Yours sincerely

Town Clerk

AGENDA

1. **ELECTION OF CHAIRPERSON OF THE COMMUNITY & HERITAGE COMMITTEE 2023/24**

To receive nominations for the election of the Chairperson of the Community & Heritage Committee for the year 2023/2024.

2. **APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence. *Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.*

3. **APPOINTMENT OF VICE-CHAIRPERSON OF THE COMMUNITY & HERITAGE COMMITTEE 2023/24**

To receive nominations for the appointment of the Vice-Chairperson of the Community & Heritage Committee for the year 2023/2024.

DISTRIBUTION

All Members of the Council.

Town Clerk: P.A. Rowe

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