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16 May 2012

TO THE CONCILLORS OF SPELTHORNE BOROUGH COUNCIL

Meetings of Committees**

Individual meetings of the Committees listed below will be held one after another in the **Council Chamber** on **Thursday 24 May 2012** to consider the business specified in the Agendas set out on the following pages. The first meeting will commence at the conclusion of the Annual Council Meeting.

Roberto Tambini
Chief Executive

- (1) **Audit Committee (page 10)**
- (2) **Licensing Committee (page 11)**
- (3) **Overview and Scrutiny Committee (page 12)**
- (4) **Planning Committee (page 13)**

****Footnote:**

Under the Council's Constitution there is no requirement for the Cabinet or the Standards Committee to meet this evening. The Leader of the Council and the Deputy Leader are ex-officio the Chairman and Vice-Chairman of the Cabinet and the Chairman and Vice-Chairman of the Standards Committee are the two independent non-councillors appointed by the Council, namely Mr. M. Litvak and Miss S. Faulkner.

1. Audit Committee

Agenda

- i.** To appoint a Chairman for the Municipal Year 2012-2013.
- ii.** Apologies for absence.
- iii.** To confirm the Minutes of the meeting held on 29 March 2012.
(circulated to Committee members only under separate cover)
- iv.** To appoint a Vice-Chairman for the Municipal Year 2012-2013.

2. Licensing Committee

Agenda

- i.** To appoint a Chairman for the Municipal Year 2012-2013.
- ii.** Apologies for absence.
- iii.** To confirm the Minutes of the meeting held on 14 May 2012.
(circulated to Committee members only under separate cover)
- iv.** To appoint a Vice-Chairman for the Municipal Year 2012-2013.

3. Overview and Scrutiny Committee

Agenda

- i.** To appoint a Chairman for the Municipal Year 2012-2013.
- ii.** To appoint a Vice-Chairman for Municipal Year 2012-13
- iii.** Apologies for absence.
- iv.** To confirm the Minutes of the meeting held on 16 May 2012.
(circulated to Committee members only under separate cover)

4. Planning Committee

Agenda

- i.** To appoint a Chairman for the Municipal Year 2012-2013.
- ii.** Apologies for absence.
- iii.** To confirm the Minutes of the meetings held on 2 May 2012.
(circulated to Committee members only under separate cover)
- iv.** To appoint a Vice-Chairman for the Municipal Year 2012-2013.