



Shirley Round  
Parish Clerk & RFO  
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31<sup>st</sup> August 2017

## **NOTICE IS HEREBY GIVEN THAT**

**An Extraordinary Meeting of the Environment & Leisure Committee  
will be held on Thursday 7<sup>th</sup> September 2017 at 7.30 pm  
in the Committee Room, Claygate Village Hall.**

Shirley Round  
Parish Clerk & RFO

**The meeting is open to the public. A quarter of an hour has been reserved for members of the public to address the council, for three minutes each, on any subject relevant to the agenda. In order to address the meeting, prior arrangements must be made with the Parish Clerk and Proper Officer, who will allocate a slot in order of application. Please note that the Parish Clerk and Proper Officer and at least one councillor will be available 15 minutes prior to all meetings for visits from residents to answer any general questions.**

### **AGENDA**

1. TO ACCEPT APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.
3. MOTION TO EXCLUDE PRESS AND PUBLIC.
4. TO DISCUSS AND AGREE HIGHWAY GARDEN SITE MAINTENANCE CONTRACT FOR THE FORTHCOMING YEAR.
5. TO CONFIRM THE DATE OF THE NEXT MEETING – TUESDAY 10<sup>TH</sup> OCTOBER.

The reserve Councillor who MAY be required to attend this meeting is [Cllr John Bamford](#)

