



19<sup>th</sup> October 2016

## SUMMONS TO ATTEND

**To** All Councillors (for attendance)

**MEETING:** EXTRAORDINARY TOWN COUNCIL

**PLACE:** MAYOR'S PARLOUR, TOWN HALL, WOODSTOCK

**DATE:** **TUESDAY 25<sup>th</sup> OCTOBER 2016**

**TIME:** 7.30pm

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### AGENDA

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

**3 PUBLIC PARTICIPATION**

**4 QUESTIONS**

**5 MOTIONS**

To receive and consider a motion from the Mayor that in view of the privileged and confidential nature of the business to be transacted the public and press be temporarily excluded from the meeting (Public Bodies (Admission to Meetings) Act 1960 s.1).

**6 OUTSTANDING BILLS**

To consider outstanding bills that need consideration by Council including

- (i) Freeths invoices (previously circulated).
- (ii) Carter Jonas invoice for the re-letting of 24 Market Place
- (iii) Any other bills deferred from the last Council meeting.

**7 STAFF MATTER**

To consider a staffing matter

**8 PROPERTY MATTERS**

To consider any property matter that requires a Council decision before the next scheduled Town Council meeting.

A handwritten signature in black ink, appearing to read 'Lorraine Watling'.

Town Clerk