

Monmouth Town Council
Shire Hall
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To the Mayor and Members of Monmouth Town Council

You are summoned to attend an

**Extra Ordinary Town Council Meeting
to be held on**

Monday 21st November 2011

at 7.00 pm at The Shire Hall, Agincourt Square, Monmouth

for the purpose of transacting the following business:

Mrs S James Town Clerk Dated: 15th November 2011

AGENDA

- 1. To receive declarations of interest in items on the agenda**
- 2. To receive apologies for absence**
- 3. To formally approve the Annual Return for year ending 31st March 2011, following external auditors letter. (Copy circulated).**
- 4. To confirm that Councillors who received "Chapter 8" training are able to assist at Community events such as the "Monmouth Santa Fun Run" on 4th December.**
- 5. To confirm next meeting date.**

To be held on Monday 5th December 2011, 7pm at the Shire Hall, Monmouth
Colin Phillips, MCC Regeneration Officer, MCC, and Paul Keeble, Highways, MCC, to attend

For further background information or an explanation of any of the information provided, please contact the Town Clerk on receipt of this agenda. Please also contact the Town Clerk if you foresee any problems with any of the agenda items; if possible these will then be resolved before the meeting.