



LEDBURY TOWN COUNCIL

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To: All members of Ledbury Town Council

Dear Member,

NOTICE IS HEREBY GIVEN that a extraordinary meeting of the **Ledbury Town Council** will be held in The Market House, Ledbury on **Thursday 3rd September, 2015** starting at **7.30pm**. All members are summoned to attend. The business to be transacted is set out in the agenda, which is detailed below.

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998.

Anyone who objects to being filmed or recorded should notify the Clerk or Chairman prior to the commencement of the meeting.

AGENDA

1. Apologies

To receive apologies for absence.

2. Interests

To receive any declarations of interest and written requests for dispensations.

3. Public Participation

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Chairman.

4. Neighbourhood Plan

To consider the approval of a draft Neighbourhood Plan newsletter and options for printing. **To follow.**

Mrs K Mitchell
Clerk to the Council
27.08.2015