



Carterton Town Council

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Ron Spurs BSC MA MBA CILCA
Town Clerk

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20 October 2020

Cllr J Bull – Chairman
Cllr C Cook - Vice-Chairman

Cllr R Crapper
Cllr M Crossland
Cllr C James
Cllr M McBride
Cllr J Sangster
Cllr D Wesson

SUMMONS TO ATTEND

You are hereby summoned to attend a meeting of the **ADMINISTRATION COMMITTEE** to be held on **Tuesday 27 October 2020** at 6.00pm. via Zoom Video Conferencing. Go to www.zoom.us.
Meeting ID: 861 6393 0207, Password: 641744.

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public during the period of time which is designated for public participation, in accordance with the Town Council's Standing Order 1(d)

The Agenda for the meeting is attached

Yours faithfully

A handwritten signature in black ink that reads 'Ron Spurs'. Below the signature is a long, horizontal, slightly wavy line.

Ron Spurs
Town Clerk

AGENDA

Apologies

- 1 To receive any Declarations of Interest in respect of items on this agenda as required by the Town Council Code of Conduct. Members are reminded that, in accordance with the Town Council's Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests.
- 2 To receive the Minutes of the Administration Committee held on 3 March 2020 for Noting (Previously Approved by full Council).
- 3 Adjournment of 15 Minutes for Members of the Public to raise matters in relation to any items on the Agenda.
- 4 Preliminary Budget Report 2021/2022 - Report by the Town Clerk - for consideration and further Review at the Committee's December meeting.