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21/11/2022

I hereby give you notice that you are summoned to attend the Highways, Safety & Verges Committee meeting on Friday 25th November 2022, 11:00 am at Sparkes Pavilion when it is proposed to transact the following business.

Signed

Jackie Scarff, Clerk & RFO

BUSINESS TO BE TRANSACTED

1. **To elect a chairman for the committee**

To elect a vice chairman for the committee
2. **Apologies** and reasons for absence
3. **Disclosure of Interests**
To receive any disclosure by Members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct.
4. **Public participation session re matters on the Agenda at the Chairman's discretion.**
5. **Exclusion of the Public**
To exclude the public for a particular agenda item the following resolution must be passed. 'Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'
6. **Matters for discussion.**
 - a To agree the scope of the committee.
 - b To identify potential projects
 - c To discuss the current grounds maintenance contract, to include consideration to extend the contract and make changes to the frequency of works currently included and the addition of any new areas.
To agree a date for the next meeting.