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Our Ref: AMK/RM
Your Ref:
Date: 9 February 2001

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*Chief Executive
Gavin Whitefield*

ALL MEMBERS OF THE COUNCIL

Dear Councillor,

A **NOTICE** is hereby given that a series of special meetings of the undernoted Committees will be held in the Council Chambers on Thursday, 15 February 2001 commencing at 9.30 am for the purpose of considering, and if thought fit, approving the various Committee Estimates for the financial year commencing on 1 April 2001:-

Community Services
Construction Services
Economic Development
Education
Finance
General Purposes
Personnel Services
Planning and Environment
Policy and Resources
Social Inclusion
Social Work
Housing (Non-HRA) and Property Services

Each special meeting will follow its predecessor subject to a short break if considered appropriate by the Convener of the relevant Committee.

B **NOTICE** is further given that a special meeting of the Policy and Resources Committee to consider the recommendations from Service Committees will be held in the Council Chambers commencing at 3 pm that day.

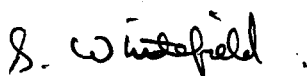
C Finally **NOTICE** is given that at 4 pm that day or following the special meeting of the Policy and Resources Committee, if later, there will be a special meeting of the Council to:-

- (a) Consider the Minutes of the special meetings held that day, and
- (b) Consider and determine the level of Council Tax for the next financial year and consider Council Tax levels for 2002/2003 and 2003/2004.

Copies of reports regarding the Revenue Estimates for the financial year commencing on 1 April 2001 and report to the Policy and Resources Committee to be held at 3 pm that day are enclosed for your attention.

Please attend the special meetings of the Committees of which you are a member and also the special meeting of the Council.

Yours sincerely,



Chief Executive