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Our Ref: AMK/RM  
Your Ref:  
Date: 3 March 2000

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*Chief Executive*

**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, 9 March 2000 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 2000:-

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 Conveners of the relevant Committees.

**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 2000/2001.

Copies of reports regarding the Revenue Estimates for the financial year commencing on 1 April 2000 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