

MAGOR WITH UNDY COMMUNITY COUNCIL

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Dear Councillor

You are hereby summoned to attend an extraordinary **Admin and Personnel Committee** meeting of **Magor with Undy Community Council** to be held in **Meeting room 7, Innovation House, Wales 1**, on **Tuesday 2 October 2018 at 5.30pm** for the purpose of transacting the following business.

Andrea Boyland

Chair Admin and Personnel

25 September 2018

**Members are reminded that they attend this meeting
under the provisions of the Community Council's Code of Conduct.**

AGENDA

1. Exclusion of Press and Public under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960

To consider exclusion of the Press and Public to agenda items 3, 4 & 5 pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 as the business transacted is considered confidential, the disclosure of which would be prejudicial

2. Apologies
3. Summary review of previous meeting of 4 September
4. To receive an update on actions agreed in respect of 3
5. To consider and agree next steps

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To: Cllrs M Boyland, D James, A Boyland, N Baicher, S Bailey, G Cook, S. Raggett