



17 April 2019

Dear Sir/Madam,

NOTICE IS HEREBY GIVEN that an EXTRAORDINARY MEETING of the WEST MERSEA TOWN COUNCIL will be held at the COUNCIL OFFICES, WEST MERSEA on FRIDAY 26 APRIL 2019 at 10.00am and you are hereby summoned to transact the business specified hereunder.

Yours faithfully

Petra Palfreyman

Petra Palfreyman
Town Clerk

A G E N D A

Chairman to state/request:

- The fire exit procedure
- The meeting is being recorded
- That members of the public should remain quiet while the council meeting is in progress
- That mobile phones are all switched to silent
- Comments and statements made during the public session will be noted but may not be responded to during the meeting. Where appropriate, a response may be made by telephone, email or letter at a later date

19/088 To receive apologies for absence

19/089 To record declarations of interests

19/090 Public session (15 minutes, 3 minutes per speaker)

19/091 To consider Planning Applications received

19/092 To receive notification of Planning Decisions

19/093 To agree the replacement of IT equipment for the office costing up to £800

-End-