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DEMOCRATIC AND ELECTORAL SERVICES

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Date: 2 May 2016 Direct Line: 01895 837225/837227

Dear Councillor

ANNUAL MEETING OF THE COUNCIL

The **ANNUAL MEETING** of the Council will be held as follows:

DATE: TUESDAY, 10TH MAY, 2016

TIME: AT THE CONCLUSION OF THE ORDINARY MEETING

VENUE: COUNCIL CHAMBER, CAPSWOOD, OXFORD ROAD, DENHAM

Only apologies for absence received prior to the meeting will be recorded.

Yours faithfully

Jim Burness

Director of Resources

To: All Members of the Council

Audio/Visual Recording of Meetings

Please note: This meeting might be filmed, photographed, audio-recorded or reported by a party other than South Bucks District Council for subsequent broadcast or publication.

If you intend to film, photograph or audio record the proceedings or if you have any questions please contact the Democratic Services Officer (members of the press please contact the Communications Officer).



Acting Chief Executive: Bob Smith Director of Resources: Jim Burness Interim Director of Services: Anita Cacchioli

Declarations of Interest

Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest in any item of business, as defined in the Code of Conduct. If that interest is a prejudicial interest as defined in the Code the Member should also withdraw from the meeting.

AGENDA

(Pages)

- 1. To elect a Chairman
- 2. To appoint a Vice-Chairman
- 3. Chairman's Announcements

To receive announcements by the Chairman of the Council, if any, and any communication he may desire to lay before the Council.

- 4. Apologies for absence
- 5. Reports of Officers

Appointment of Committees/Groups and Appointments to Outside Bodies To consider report of Acting Chief Executive.

(To Follow)

6. Questions

To answer questions (if any) from

- (a) Members of the Council; and
- (b) Members of the public

which have been put under Procedure Rules 9 and 10.

7. To consider Notice of Motion, if any

PLEASE NOTE THAT AT THE CONCLUSION OF THE MEETING THE FOLLOWING COMMITTEES WILL MEET TO ELECT THEIR CHAIRMAN AND VICE-CHAIRMAN AND WHERE APPROPRIATE APPOINT MEMBERS TO THEIR CONSULTATIVE GROUP:

- Audit Committee
- Licensing Committee
- Overview and Scrutiny Committee
- Personnel Committee
- Planning Committee

PLEASE REMAIN IN YOUR SEAT WHILST THESE MEETINGS ARE TAKING PLACE.