

26 August 2016

Our ref: HD/Letchworth/09.16  
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To: Members of the Letchworth Committee of North Hertfordshire District Council (Councillors: Mike Rice (Chairman), Paul Marment (Vice-Chairman), Clare Billing, John Booth, Julian Cunningham, Gary Grindal, T.W Hone, Lorna Kercher, David Levett, Sandra Lunn, Ian Mantle, Mrs. L.A. Needham and Deepak Sangha).

You are invited to attend a

## **MEETING OF THE LETCHWORTH COMMITTEE**

to be held at

**COMMITTEE ROOM 1, COUNCIL OFFICES, GERNO  
ROAD, LETCHWORTH GARDEN CITY**

on

**WEDNESDAY, 7 SEPTEMBER 2016**

at

**7.30p.m.**

Yours sincerely,



David Miley  
Democratic Services Manager

## AGENDA

ITEM	PAGE
<b>1. APOLOGIES FOR ABSENCE</b>	-
<b>2. MINUTES – 9 MARCH 2016</b>	-
To take as read and approve as a true record the minutes of the meeting of this Committee held on the 9 March 2016.	
<b>3. MINUTES – 19 MAY 2016</b>	-
To take as read and approve as a true record the minutes of the meeting of this Committee held on the 19 May 2016.	
<b>4. MINUTES – 8 JUNE 2016</b>	-
To take as read and approve as a true record the minutes of the meeting of this Committee held on the 8 June 2016.	
<b>5. NOTIFICATION OF OTHER BUSINESS</b>	-
Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.	
The Chairman will decide whether any item(s) raised will be considered.	
<b>6. CHAIRMAN’S ANNOUNCEMENTS</b>	-
Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.	
<b>7. PUBLIC PARTICIPATION</b>	-
To receive presentations and petitions from members of the public including:	
1. Imagica Theatre Company;	
2. Howard Garden Social and Day Care Centre.	

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<b>8. GRANTS AND COMMUNITY UPDATE</b> REPORT OF THE HEAD OF POLICY AND COMMUNITY SERVICES	<b>1</b>
To advise the Committee on the activities and actions of the Communities Officer and to advise on the current expenditure and balances of the delegated budgets.	
<b>9. ORAL UPDATE - NORTH HERTFORDSHIRE MUSEUM AND COMMUNITY FACILITY AT HITCHIN TOWN HALL</b>	
To receive an oral update regarding the North Hertfordshire Museum and Community Facility and Hitchin Town Hall.	
<b>10. WARD AND OUTSIDE ORGANISATIONS – MEMBERS’ REPORTS</b>	<b>-</b>
To receive any oral reports from Members regarding Ward matters and Outside Organisations.	

**The meetings of the Letchworth Committee for the Civic Year 2016/2017 will be held on:**

**7 December 2016**

**8 March 2017**