



16. To receive reports of representatives on other bodies:-  
(a) Any verbal reports of members



Signed \_\_\_\_\_  
Town Clerk and Proper Officer

### **BACKGROUND PAPERS**

The following are circulated with or have been previously circulated and form part of this agenda:-

- (a) Minutes of Town Council Meeting of 15.11.11
- (b) Minutes of Town Council Special Meeting of 1.12.11
- (c) Minutes of Town Council Grants Meeting of 8.12.11
- (d) Environment Committee Report of 29.11.11
- (e) Playing Fields and Cemetery Committee Report of 1.12.11
- (f) Finance & Policy Committee Report of 15.12.11
- (g) Town Development Committee Report of 13.12.11
- (h) Schedule of Planning Applications
- (i) Financial Statement for December and Accounts for Payment (to be tabled)
- (j) Financial Estimates for 2012-13 (to be tabled)

### **NOTES**

#### **Planning Applications**

When planning applications are an agenda item a schedule of applications received will accompany the agenda. On occasions it will be necessary to consider applications received after the preparation of the agenda in order to comment within the prescribed period. In such cases a supplementary schedule will be tabled at the meeting. Details of applications included in such supplementary schedules may be obtained from the Town Council offices on the day of the meeting