

OVERVIEW & SCRUTINY COMMITTEE

11 December 2008

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THE PRESS & PUBLIC ARE WELCOME TO ATTEND THE MEETING

Dear Councillor

3 December 2008

Your attendance is requested at a meeting of the Overview & Scrutiny Committee to be held on **Thursday 11 December 2008**, starting at **7.00pm**, in Committee Rooms A, B & C, Level -1, Monkton Park Offices, Chippenham.

Yours sincerely

J Densham
Democratic Services Assistant

Membership:

CJ Caswill	PJ Doyle	SG Parker	ML Singlehurst
PCB Coleman	JM Hartless	N Phillips	JPSS Thomson
P Darby	AK Hill	C Reid	

AGENDA

1. Apologies for Absence

2. Membership

The Committee will be informed of any temporary changes to its Membership.

3. Public Question Time/Receipt of Petitions

To ask a public question, please contact the Democratic Services Officer (contact details are listed on the front page) in order to register. Public question time is limited to 15 minutes.

Petitions can be handed in without notice; however, it would be helpful if you inform the Democratic Services Officer of any petitions prior to the meeting.

4. Minutes

To approve and sign as a correct record the minutes of the meeting Overview and Scrutiny Committee held on 11 September 2008 (**copy attached**).

5. Declarations of Interest

To receive the existence and nature of any declarations of interest from members in respect of any item contained in this Agenda.

6. Chair's Announcements

7. Annual Governance Report

- a. The purpose of report No 7 (**to follow**) is to consider the Draft Annual Governance Report for 2007/08.
- b. The minute (**to follow**) from Final Accounts and Audit Committee on this subject is for information.

8. Update on current position and preparation for Unitary Council

The Leader of the Council will provide an oral update.