



*Okehampton Town Council*

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Emma James  
Clerk

8<sup>th</sup> August 2017

Dear Councillor

You are summoned to attend an extraordinary meeting of the Okehampton Town Council to be held on Wednesday 16<sup>th</sup> August 2017 at 7pm in the Council Chamber, Town Hall, Okehampton.

Please note this meeting is a Part Two Agenda and therefore members of the public are excluded from this meeting.

Yours faithfully

*Penny Clapham*

Penny Clapham  
Locum Town Clerk

**Declarations of Interest - Members are reminded that they should declare any relevant interest in the items to be considered.**

**Urgent items - items for information only can be brought to the attention of the Council at the discretion of the Chairman at the end of the meeting.**

**No decision can be taken on items not detailed on the published agenda.**

### **Business to be Transacted**

#### **1. Apologies for Absence**

#### **PART TWO**

Items which may be taken in the absence of the press and public.

The Council is recommended to pass the following resolution:-

‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.’

2. To discuss the document produced by Councillor Tolley  
Document to be emailed.
3. To approve the sending of a letter to DCC Scrutiny Committee  
Document to be emailed.