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Michael Laing Chief Executive

13th March 2008

Dear Councillor,

I hereby give you notice that a special meeting of the **OVERVIEW AND SCRUTINY COMMITTEE (INTERNAL)** will be held in the **4TH FLOOR COMMITTEE ROOM, CIVIC CENTRE, CROOK** on **THURSDAY 20TH MARCH 2008** at **4:00PM**.

AGENDA

1. Apologies for absence
2. To confirm the minutes of the meeting held 6th March 2008 (minutes to follow)
3. To consider the next topic from the work plan to be reviewed

Yours faithfully

Chief Executive

Members of this Committee: Councillors Bowser, Ferguson, Mrs Jopling, Mrs Lee, Lethbridge, Mrs Todd, V. Shuttleworth, and Des Wilson.

Chair: Councillor V. Shuttleworth

Deputy Chair: Councillor Mrs Todd

TO: All other Members of the Council for information
Management Team