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Brian Spears F.C.I.H.
Chief Executive

REF: AW

30 October 2007

To: The Chairman and Members of the
COMMUNITY SERVICES SCRUTINY PANEL
(Councillors Howarth, Crooks, Laverick, Lightley,
Mavin, Moderate, Norman, Robinson, D Smith, Taylor,
Walton and Young)

Dear Sir/Madam

A Meeting of the **COMMUNITY SERVICES SCRUTINY PANEL** will be held in **Holmside Communal Hall, Marlene Avenue, Bowburn, Durham** on **Wednesday, 7th November, 2007** at **5.30pm.**

BUSINESS

1. Apologies for Absence
2. Minutes of the Meeting held on 3rd October, 2007, (Attached)
3. Review of Scrutiny of Council House Repairs
Previous Review and (Attached)
Property Services Half Yearly Report (Circulated under Separate Cover)
Portfolio Holder for Communities and Head of Property Services, Operations
Manager, Assistant Maintenance Manager and the Customer Services
Manager will be in attendance.
4. Scrutiny of Gypsy and Traveller Unauthorised Encampments
Planning Sheet (Attached)
5. Any Other Business

Yours faithfully

Chief Executive