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

REF: AW

5 February 2008

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 at the **Broomside Lane Communal Hall, Broomside Lane, Carrville, Durham** on **Tuesday, 12th February, 2008 at 5.30 p.m.**

BUSINESS

1. Apologies for Absence
2. Minutes of the Meeting held on 16th January, 2008 (Attached)
3. Scrutiny Topic – Gypsy and Traveller Unauthorised Encampments

Witnesses in Attendance at Meeting –

Neil Laws –	Environmental Health Manager, City of Durham
Scott McInally –	Manager Travellers Liaison Service, Durham County Council
Ruth Scott –	Principal Travellers' Liaison Officer, Durham County Council
Belinda Snow –	Senior Neighbourhood Warden, City of Durham
Inspector Colin Williamson –	Neighbourhood Inspector for Durham City, Durham Constabulary

4. Any Other Business

Yours faithfully

Chief Executive

