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Executive Director

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6 January 2009

To: The Mayor and Members of the **COUNCIL**

Dear Sir/Madam

I hereby summon you to attend a Meeting of the **COUNCIL** to be held in the Town Hall, Durham, on **Tuesday 13 January 2009, at 5.30 p.m.**

BUSINESS

1. Prayers.
2. Apologies for Absence.
3. To approve as a correct record, the Minutes of the Meetings held on 10 November 2008, 11 November 2008 and 8 December 2008.
4. Mayor's Announcements (if any).
5. Report of the Leader of the Council/Executive Director.

Yours faithfully

Executive Director