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

REF: AW/MD

30 May, 2006

To: The Members of the  
**POLICY SCRUTINY PANEL**  
Simmons, Cowper, Freeman, Gibbon, Gill,  
Hepplewhite, Moderate, Norman, Pitts,  
Syer, Thomson and Walker

Dear Sir/Madam,

A Meeting of the **POLICY SCRUTINY PANEL** will be held in the Town Hall, Durham, on Tuesday, 6<sup>th</sup> June, 2006, at 5.30 p.m.

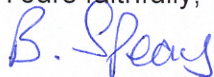
**BUSINESS**

1. Apologies for Absence.
2. Bullet Points of the Meeting of 9<sup>th</sup> May, 2006 (Attached)
3. Telephone Communications System
  - Consideration of Draft Report (Attached)
4. Parish Council Relations
  - Consideration of Draft Scrutiny Planning Sheet (Attached)

**NB**

- a). A summary of the Powers and Duties of Parish/Town Councils is also attached.
  - b). A copy of the ODPM's "The Quality Parish and Town Council Scheme" has been placed in the Member's Room for information.
5. Any Other Business

Yours faithfully,

  
Chief Executive

