

## South Brent Parish Council

[www.southbrent.gov.uk](http://www.southbrent.gov.uk)

### CHAIRMAN

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Cllr John King  
Cllr John Rawlinson  
Cllr Glyn Richards  
Cllr John Summers  
Cllr Greg Wall  
Cllr Donald Wiseman

2 September 2013

Dear Councillor

### South Brent Parish Council – Media Committee meeting

You are hereby summoned to attend a meeting of South Brent Parish Council Media Committee on Monday 9 September 2013 at 8.30 p.m. (following a Planning Committee meeting) in the Craft Room, The Old School Centre, Totnes Road, South Brent.

**Members of the public and the press are most welcome to attend the meeting.**

Yours sincerely

Clerk to the Council

Before the meeting there will be an Open Forum for discussion with members of the public for 15 minutes for items not included on the agenda (each speaker has a maximum of 5 minutes - at the discretion of the Chairman).

### AGENDA

1. Election of Chairman, Vice Chairman and Newsletter editor.
2. Record of members present.
3. Apologies for absence.
4. Declarations of a pecuniary interest (and nature) with regard to items on the agenda.
5. To consider the granting of dispensations.
6. Public participation session with respect to items on the agenda.

7. Confirm the minutes of the last meeting (attached), and report any matters arising.
8. Review the terms of reference (attached); are quarterly meetings required for the newsletter?
9. Arrangements for the collection and delivery of the newsletter.
10. Review the Parish Council website.
11. Any other relevant matters and date of next meeting.