

**COMMITTEENAME**

**MeetingDate**

**Minutes of the meeting of the CommitteeName held at the Guildhall EC2 at meetingtime**

**Present**

**Members:**

MembersPresentShortRolesColNo1of2RowS	MembersPresentShortRolesColNo2of2RowS
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**Officers:**

StaffInattendanceRepresenting -  
Cells

**The meeting closed at meetingactualfinishtime**

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Chairman

**Contact Officer: MeetingContact  
MeetingContact\_2**