

Committee:	Date:
Freedom Applications Committee	8 February 2018
Subject: Terms of Reference	Public
Report of: Town Clerk	For Decision
Report Author: Edward Gilbert, Executive Officer to the Court of Aldermen	

Summary

The purpose of this report is for the Freedom Applications Committee to consider, and make any amendments to, its Terms of Reference in advance of the beginning of the new Municipal Year.

Recommendations

It is recommended that the Committee:-

- (a) considers the Committee's Terms of Reference (including its constitution and quorum), and whether it wishes to make any amendments to it;
- (b) notes the frequency of the Committee's meetings for 2018-19.

Main Report

1. This report sets out the terms of reference and composition of the Freedom Applications Committee (Appendix A).
2. The Committee is asked to note the scheduled meeting dates for 2018/19 Municipal Year, which are as follow:
 - 11/04/2018: 10:00
 - 14/06/2018: 15:30
 - 26/07/2018: 15:00
 - 27/09/2018: 15:00
 - 28/11/2018: 10:00
 - 12/02/2019: 10:00
3. Where there is no business, and with the Chairman's consent, meetings may be cancelled.

Appendices:-

- Appendix A – Terms of Reference, Freedom Applications Committee

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