

LITTLE WALTHAM PARISH COUNCIL



Clerk: Suzanne Walker
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Dear Councillors,

You are hereby summoned to attend the meeting of the Pavilion management committee of Little Waltham Parish Council which will take place at 7pm on **Tuesday 3rd January 2023** at the Memorial Hall, Brook Hill, Little Waltham, Essex for the transaction of the following business:

SUZANNE WALKER

Signed Suzanne Walker
Clerk to the Parish Council

Date 23rd December 2022

Members of the public and press are also cordially invited to attend the meeting.

AGENDA

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|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| 23/PMC.1 | To elect a Chairman of the Committee |
| 23/PMC.2 | Apologies |
| 23/PMC.3 | Declarations of Interests |
| 23/PMC.4 | To consider setting up a sub-committee for the purpose of specifically managing the Pavilion upgrade and to agree its terms of reference. |