



# LOOE TOWN COUNCIL

KONSEL TRE LOGH

The Guildhall, Fore Street, East Looe PL13 1AA

Tel: 01503 262255

Clerk to the Council: Mrs Anne Frith

VAT Reg: 381 5093 50

30<sup>th</sup> January 2012

To the Members of the Procedures Committee  
LOOE TOWN COUNCIL

Ladies and Gentlemen

You are summoned to attend a Meeting of the Procedures Committee, convened by its Chairman, to be held in the Tourist Information Centre, Fore Street, The Guildhall, East Looe on:

**Monday 6<sup>th</sup> February 2012 at 7.00pm**

Yours faithfully

Town Clerk

## **AGENDA**

1. Apologies
2. To Receive Declarations of Interest
3. To Receive Questions or Statements from Members of the Public
4. Matters arising from the Minutes of 22<sup>nd</sup> November 2011
5. To review Council Standing Orders to include as follows:
  - a) The use of electronic equipment during all meetings of Council
  - b) Outside Body Nomination Policy
  - c) Dress Code at all Meetings of Council
  - d) Town Tourism Committee Terms of Reference (Amendment to s/o 46)
  - e) Receipt of Apologies for Absence
  - f) Recommendations to Full Council from Committees
6. Any other matter the Chairman considers urgent (for information only)
  - a) To discuss variation of Mayor Making procedures as requested by Cllr Bryan

NOTE: If any person (Councillors or members of the public) have any questions the Clerk must be notified by Friday 3<sup>rd</sup> February 2012.



Email: [looetowncouncil@ymail.com](mailto:looetowncouncil@ymail.com) Website: [www.looetowncouncil.gov.uk](http://www.looetowncouncil.gov.uk)

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