



Crediton Town Council

Market Street

Crediton

Devon

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PUBLIC NOTICE

You are hereby invited to attend a Meeting of Crediton Town Council's Administration & Personnel Committee, which will be held on **Tuesday, 25th July 2017**, at the **Council Chamber**, Market Street, Crediton at **6.30 pm**, for the purpose of transacting the following business.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 members of the public are welcome to attend.

Clare Dalley (Mrs)

Town Clerk

20th July 2017

Members of the press and public requiring access to any of the documents mentioned in this agenda are asked to contact the Town Clerk (electronic links to documents are provided where available).

AGENDA

1. **To receive and accept apologies** (Please make any apologies known to the Town Clerk)
2. **Declarations of Interest** – To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda.
3. **Administration & Personnel Committee Minutes** - To approve and sign the minutes of the Administration & Personnel Committee Meeting held on 20th June 2017, as a correct record.
4. **Matters Arising** - At the direction of the Chairman, to report on matters arising from the minutes of the Administration and Personnel Committee held on 20th June 2017, for information only.
5. **To consider quotations for a new printer/photocopier for the Town Council Office, following Mid Devon District Council's decision to remove the current photocopier at the end of July.** (Copies of the quotations will be issued with the agenda.)
6. **Close**