

9th May 2018

To: **Members of Planning and Development Committee**

Dear Councillor

A meeting of the **Planning and Development Committee** will be held at 3, New Street Daventry NN11 4BT on **Monday, 14th May 2018 on the conclusion of the Annual Town Meeting.**

Yours sincerely



Deborah Jewell
Town Clerk

The press and public are cordially invited to be present.

Mobile phones and electronic recording devices must be switched off during the meeting.

Audio recording notice: Please note, this meeting may be recorded - at the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained for a period of 6 months.

AGENDA

- P1808.1 Appointment of Chairman for the Council Year 2018/19.**
- P1808.2 Appointment for the Vice-Chairman for the Council Year 2018/19.**
- P1808.3 Date of Next Meeting.** To confirm the date of the next meeting as Wednesday, 30th May 2018.