

Runnymede Borough Council
STANDARDS AND AUDIT COMMITTEE

Thursday 15 July 2004 at 7.15 p.m.

in the Committee Room
at the Civic Offices, Addlestone



Members of the Committee

Councillors Mrs. L.M. Gillham, P.A. Greenwood, Ms R.E. Haylor, Ms. C.M. Simmons, A.P. Tollett, and Dr. R.F. Miller and Mrs. C. Spurling (Independent Members)

In accordance with Standing Order 29.2 any non-member of the Committee who is considering attending the meeting should first request the permission of the Chairman.

A G E N D A

Notes:

- i) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- ii) The relevant "background papers" are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr. R.I. Langmead, Administration and Leisure Department, Committee Section, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425610). (Email: ian.langmead@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.
- iv) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

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PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.

a) Exempt Items

(No items to be considered under this heading).

b) Confidential Items

(No items to be considered under this heading).

1. ELECTION OF CHAIRMAN

To elect a Chairman for the Municipal Year 2004/2005.

(TO RESOLVE)

2. ELECTION OF VICE-CHAIRMAN

To elect a Vice-Chairman for the Municipal Year 2004/2005.

(TO RESOLVE)

3. MINUTES

To confirm and sign the Minutes of the Meeting held on 17 February 2004.

4. APOLOGIES FOR ABSENCE

5. APPOINTMENT OF HEARINGS SUB-COMMITTEE

6. EXCLUSION OF PRESS AND PUBLIC

If the Committee is minded to consider any of the foregoing items in private, it is the

OFFICERS' RECOMMENDATION that -

the press and public be excluded from the meeting during discussion of the following reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would be likely to involve disclosure of exempt information of the description specified in the appropriate paragraphs of Part I of Schedule 12A of the Act.

(TO RESOLVE)

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.

a) Exempt Items

(No items to be considered under this heading).

b) Confidential Items

(No items to be considered under this heading).