

**12<sup>th</sup> July 2011**

Dear Sir/Madam

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE TO BE HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY, ON MONDAY, 18<sup>th</sup> JULY 2011 AT 6.30 PM.**

Yours faithfully

**Town Clerk**

**Public Forum**

Register between 6.20 pm – 6.30 pm  
Maximum input per person – Strictly 5 minutes  
Forum not to exceed 30 minutes

**Petitions/Depositions to be lodged with the Town Clerk  
at least five working days prior to the Meeting.**

**A G E N D A**

- 1. TO ELECT A CHAIRMAN.**
- 2. TO APPOINT A VICE-CHAIRMAN.**
- 3. TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE**
- 4. DCK BEAVERS LTD. To approve a presentation on the Town Council's accounting system by Mr D Kemp of DCK Beavers Ltd at a cost of £200.00 plus travelling expenses.**