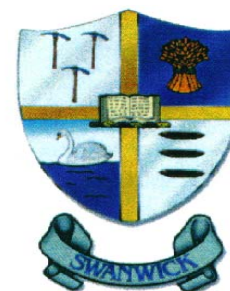


# SWANWICK PARISH COUNCIL

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28 October 2011

To Councillors: Fretwell, Barnett, Dale, Hardwick, Payne, D Staton, Watson

Dear Member

You are summoned to attend the **Executive Committee** Meeting to be held at The Swanwick School & Sports College The Delves Swanwick on **Thursday 3 November 2011 at 7.45pm**

Members are asked to sign the attendance sheet for the meeting.

Sally Leighton  
Clerk to the Council

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## AGENDA

1. Apologies
2. 2nd Quarter Budget Report
3. Progress with Handbook/Contracts (Cllr Dale & Clerk).
4. Request by Caretaker to Reduce working week from 3 days to 2 days (Clerk).
5. Monitoring Reports on Committee Activities to date (All Chairs).

Councillor King, Peacock, Soudah, P Staton

FOR INFORMATION

