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Democratic Services
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Date: 6 March 2013

Memorandum to all Members of the Council
Chief Executive
All Directors/Heads of Service

<p>NOTICE OF SUMMARY OF DECISIONS OF THE VOLUNTARY AND COMMUNITY SECTOR COMMITTEE – 5 MARCH 2013</p>

Please find attached a summary of the decisions made at the Voluntary and Community Sector Committee meeting held on 5 March 2013

An agenda and reports for this meeting were despatched to all Members of the Committee and published to the Council's website and these should be read in conjunction with the summary of decisions. Any reports which were laid round at the meeting are attached to this notice.

All Directors must note that, in accordance with the Constitution and to allow for call-in, the decisions cannot be implemented until 3 working days after the decision has been published, unless it is urgent.

This summary was published on 6 March 2013. The call-in period will close at 5.00 pm on Monday, 11 March 2013. This means that decisions made by the Committee may then be implemented, unless the Proper Officer (ie the Assistant Chief Executive, Governance and Human Resources, or her representative), receives a valid notice of call in within that time. In the event of a call-in being received, the relevant decision taker/Director(s) will be notified by the Executive Office.

A copy of the call in notice is available in Group Offices at the Town Hall, or from Room 107 at the Town Hall.

for Head of Service - Democratic Services