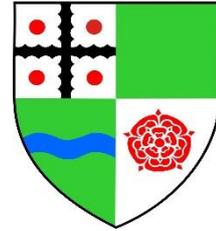


Clayton-le-Woods Parish Council

Chairman of the Council: Councillor Mark Lee
Parish Office/Meeting Room
239A Preston Road, Clayton-le-Woods, Chorley, PR6 7PY
Mobile: 07949 003212

Email: Mark.Lee@claytonlewoods-pc.gov.uk

Website: www.claytonlewoods-pc.gov.uk



22nd October 2024

Dear Councillor,

You are hereby summoned to attend the Extraordinary Meeting of the Parish Council to be held on Monday 28th October 2024 at 7.00pm at the Parish Council Community Meeting Room/Office 239A Preston Road, Clayton-le-Woods, Chorley PR6 7PY.

Yours sincerely,

A handwritten signature in blue ink that reads "Mark Lee".

Councillor Mark Lee
Chairman of the Council



Agenda

- 1. General Welcome to the Councillors at this Extraordinary Meeting of the Parish Council.**
- 2. To receive and accept apologies.**
- 3. Declaration of Interest.**
- 4. Motion to exclude press and public and staff for following points so they remain Private and Confidential.**
- 5. Brief overview from the chair on the reasoning for this meeting.**
- 6. Proposal for formation of Staffing Committee:**
 - Set up as standing committee;
 - Approve Terms of Reference for the new committee;
 - Suggestion of 5 members on the committee (Chair to explain rationale).
- 7. Close of this Extraordinary Meeting.**