



14<sup>th</sup> November 2011

Dear Sir/Madam,

You are summoned to attend the meeting of the Borough Council of Newcastle-under-Lyme to be held in the **Council Chamber, Civic Offices, Merrial Street, Newcastle Under Lyme, Staffordshire ST5 2AG** on **Wednesday, 14th December, 2011 at 7.00 pm**

## **B U S I N E S S**

**1 Part 1**

**2 Apologies**

**3 Declarations of Interest**

**4 MINUTES**

**(Pages 1 - 104)**

To approve as a correct record the minutes of the meeting held on 19 October 2011.

**5 Mayors Announcements**

**6 STATEMENT OF THE LEADER OF THE COUNCIL**

**(Pages 105 - 108)**

To receive a statement by the Leader of the Council on the activities and decisions of Cabinet and items included on the Forward Plan.

**7 Reports of the Chairs of the Overview and Scrutiny Committees**

**8 Motions of Members**

**9 RECEIPT OF PETITIONS**

To receive from Members any petitions which they wish to present to the Council pursuant to Standing Order 17.

**10 STANDING ORDER 18 - URGENT BUSINESS**

To consider any communications which pursuant to Standing Order No18 are, in the opinion of the Mayor, of an urgent nature and to pass thereon such resolutions as may be deemed necessary.

**11 PART 2**

Presentation of Honorary Freedom of the Borough to HM Lord Lieutenant for the County of Staffordshire, Sir James Hawley KCVO JP TD and Lady Susan Hawley DL.

Yours faithfully

A handwritten signature in black ink, appearing to be 'S.M.', is written over a horizontal line. The signature is cursive and somewhat stylized.

Chief Executive

## **NOTICE FOR COUNCILLORS**

### **1. Fire/Bomb Alerts**

In the event of the fire alarm sounding, leave the building immediately, following the fire exit signs. Do not stop to collect personal belongings, do not use the lifts.

Fire exits are to be found either side of the rear of the Council Chamber and at the rear of the Public Gallery.

On exiting the building Members, Officers and the Public must assemble at the front of the Aspire Offices in Merrial Street. DO NOT re-enter the building until advised to by the Controlling Officer.

### **2. Attendance Record**

Please sign the Attendance Record sheet, which will be circulating around the Council Chamber. Please ensure that the sheet is signed before leaving the meeting.

### **3. Mobile Phones**

Please switch off all mobile phones before entering the Council Chamber.

### **4. Tea/Coffee**

Refreshments will be available at the conclusion of the meeting.

### **5. Notice of Motion**

A Notice of Motion other than those listed in Standing Order 19 must reach the Chief Executive ten clear days before the relevant Meeting of the Council. Further information on Notices of Motion can be found in Section 5, Standing Order 20 of the Constitution of the Council.