

THORPE ST ANDREW TOWN COUNCIL Serving the community

REQUESTING ITEMS ON AN AGENDA

(Standing Order Reference 9b)

Agenda items - proposed wording to appear on the agenda. Remember to make it clear what you are asking councillors to decide i.e. to consider, to review, to agree...

Background information - insert as much information as possible so that Councillors have the detail that they need to make an informed decision.

Background Documents - list names of any documents or supporting information to be attached.

All documents must be submitted seven working days before the meeting, to the Town Clerk/CEO.



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