

Shipton Parish Council

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PUBLIC NOTICE IS GIVEN FOR AN EXTRAORDINARY GENERAL MEETING OF SHIPTON PARISH COUNCIL

To Members of the Parish Council

You are summoned to attend a meeting of Shipton Parish Council to be held on **Friday 13th November 2020 at 7.00pm for the transaction of the business stated below.** This meeting is taking place via **virtual means and will not be taking place in the Reading Room.**

Signed: *Hazel McKinna* Acting Clerk to the Parish Council

Date: 10th November 2020

Shipton Parish Council will be conducting this meeting by virtual means in accordance with NALC guidelines. Members of the public are welcome to attend the meeting and for security reasons are asked to contact the **Parish Clerk for login and password details no later than 12 noon on Friday 13th November 2020.** Residents of Shipton and Hampen are encouraged to attend this virtual meeting. Alternatively, comments can be passed to the Parish Clerk via email or posted at Mulberry Barn, Shipton Oliffe. **The deadline for comments is 12 noon on Friday 13th November 2020. Notifications received after this deadline will not be considered.**

Members of the Press and Public are cordially invited to attend.

AGENDA

1	Chairman's Opening Remarks
2	Apologies for Absence
3	Declarations of Interests
4	To receive an update and recommendation from Reading Room Trustees on the selection of a Project Manager/Contract Administrator for the extension building works and to consider/agree the recommended appointment.
5	Date of next meeting: January 2021 – date TBC