



## Sleaford Town Council

Dear Councillor,

I hereby give you notice that a meeting of **The Full Council** will be held in **The Source, Sleaford** on **Wednesday June 22<sup>nd</sup>, 2011 at 7:15pm, or earlier if the Application Meeting ends sooner.** All members of Sleaford Town Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

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### AGENDA

Welcome remarks by the Chairman

1. **APOLOGIES.** Apologies, with reasons to be given to the Clerk.
2. **DECLARATIONS OF INTEREST.** To receive declarations of interest in accordance with 2000 Local Government Act.
3. **CHAIRMAN'S REPORT,** if any.
4. **CLERK'S REPORT,** If any.
5. **MINUTES.** None for this meeting.
6. **AUDIT 2010/11.** To look at the audit document for the 2010/11 audit.
  - To approve the Bank Reconciliation and agree it should be signed.
  - To agree with the details submitted on section 1 of the document.
  - To complete section 2 of the document and agree it should be signed.

Mrs Shelagh McIntyre  
Clerk  
16<sup>th</sup> June, 2011