



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 22nd, 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.

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
16th June, 2011