
BURTON LATIMER
TOWN COUNCIL
www.burtonlatimer.org

Clerk: Mr George Sneddon M.A., D.M.S
14 Skeffington Close
Geddington
Kettering
Northamptonshire
NN14 1BA
Tel: Home (01536) 743219
Email: georgesneddon@talktalk.net

Members of the Public
Burton Latimer

Our Ref: Agenda March 2010
Your Ref:
Date: 11 March 2010

Dear Member of the Public,

You are invited to an **Extraordinary Meeting** of the Burton Latimer Town Council to be held on the **17 March 2010** commencing at **7.00 p.m.** at the **Council Offices, High Street, Burton Latimer** for the purposes of transacting the business listed hereunder.

A Public Forum will take place from 7.00 pm to 7.15 pm. to give members of the public and the press the opportunity to address the Town Council on any matters they wish to raise.

Yours sincerely

George Sneddon MA; DMS; MCIPD; Grad. IMS

Clerk to the Council.

AGENDA FOR THE MEETING

1. Apologies
2. Declarations of Interests
3. **Policies and Priorities - Civic Centre**
Resolutions:
 - 3.1 **Allocation of Space**
 - 3.2 **Occupancy /Charges**
 - 3.3 **General Terms of Occupancy**
 - 3.4 **Consideration of Commercial Occupiers (Tax Considerations)**
 - 3.5 **Procedure for Discussions with Potential Occupants**
 - 3.6 **Decorating/Lighting/Carpeting/blinds (etc) for Occupied Areas**
 - 3.7 **Utility Providers (Gas & Electricity)**
 - 3.8 **Cleaning & General Maintenance**

3.9 Council Tax/Business Rates

3.10 Initial Application to KBC for Change of Use

4. Urgent Matters (to be agreed by the Chair)
5. Press Release
6. Private and Confidential Items

***DATES OF BLTC MEETINGS: 06/04/10, 04/05/10, 01/06/10, 06/07/10, 03/08/10, 07/09/10
05/10/10, 02/11/10, 07/12/10, 04/01/11, 01/02/11, 01/03/11***

Finance & General Purposes Committee Meetings: 7.30 p.m. on the Thursday in the week following the Town Council meeting.

Planning Committee meetings: 7.00 p.m. 3rd Monday of each month

