



# KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

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17 January 2018

Dear Councillor

You are summoned to attend the meeting of **Ketley Parish Council Events Committee** which will take place on **Tuesday 30 January 2018 at Ketley Community Centre commencing at 6:00pm.**

Yours sincerely

*EM Atwell*

**Emma Atwell**  
**Acting Clerk to Ketley Parish Council**

## AGENDA

1. **ELECTION OF CHAIRMAN**
2. **TO RECEIVE APOLOGIES FOR ABSENCE AND OBTAIN THE NECESSARY APPROVAL**
3. **DISCLOSURE OF PECUNIARY INTERESTS**
4. **TERMS OF REFERENCE**  
To agree the scope, purpose and aims of the Events Committee
5. **COMMUNITY EVENTS**  
To set out and agree dates for 2018 events
6. **EASTER**  
To discuss and agree programme for the event
7. **NEWSLETTER**  
To receive an update on progress of March newsletter
8. **ANY OTHER BUSINESS**
9. **AGENDA ITEMS FOR NEXT MEETING**
10. **DATE OF NEXT MEETING**  
Tuesday 6 March at 6.30 pm at Ketley Community Centre