

Date: 14 January 2005
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To: Members of the Strategic Overview Committee
Other Members of the Council for Information
Chief Executive
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Dear Sir/Madam

Strategic Overview Committee

Tuesday, 25 January 2005 – 6.30pm

The above meeting will be held in the Council Chamber, Knowle, Sidmouth to consider the matters detailed on the agenda below.

***Members are requested to bring with them the Draft Revenue & Capital Estimates booklet that was circulated with the Executive Board agenda.**

Yours faithfully

MARK WILLIAMS

Chief Executive

Members of the public are welcome to attend this meeting when items listed under Part A of the agenda are being considered. For the benefit of Councillors and members of the public a hearing loop system will be in use in the Council Chamber.

AGENDA

<u>Part A</u>	Page/s
1. To receive any apologies for absence.	
2. To confirm the minutes of the meeting held on 16 November 2004 (previously circulated)	
3. To consider any items which in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances (Note: such circumstances need to be notified in the minutes; any Member wishing to raise a matter under this item is requested to notify the Chief Executive in advance of the meeting).	
4. To agree any items to be dealt with after the public (including the press) have been excluded. There are no items that the officers recommend should be dealt with in this way.	

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|----|---|---------------------------------|----------------------|
| 5. | Decisions made by the Executive Board called in by Members for scrutiny in accordance with the Overview Procedure Rules under Part 4 of the Constitution
(There no items which have been identified) | | |
| 6. | Draft Forward Plan | | 3 - 5 |
| 7. | Service Plans 2005/08 | Policy Manager | 6 – 7 +
booklet |
| 8. | Draft Revenue and Capital Estimates 2005/06 | Corporate Director -
Economy | 8 - 17 +
booklet* |

Members remember!

You must declare any personal or prejudicial interests in an item before it is discussed. Make sure you say the reason for your interest as this has to be included in the minutes. If your interest is prejudicial you must leave the room. You also need to declare when you are subject to the party whip, again before the matter is discussed.