

CommitteeName

Date: **MeetingDate**

Time: **MeetingTime**

Venue **MeetingLocation**

Members: **Councillors:**ChairExpectedShortRolesList,
MembersExpectedShortRolesList

Conservation Advisory Group Representative

Contact: **CommitteeOfficerName**
CommitteeOfficerTitle
CommitteeTel
CommitteeEmail

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AGENDA

PART ONE

Page

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The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fourth working day before the meeting.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

Infra-red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.

FURTHER INFORMATION

For further details and general enquiries about this meeting contact CommitteeOfficerName, (CommitteeTel, email CommitteeEmail) or email democratic.services@brighton-hove.gov.uk

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Therefore, by entering the meeting room and using the seats in the chamber you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of web casting and/or Member training. If members of the public do not wish to have their image captured, they should sit in the public gallery area.

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Please inform staff on Reception of this affects you so that you can be directed to the Council Chamber where you can watch the meeting or if you need to take part in the proceedings e.g. because you have submitted a public question.

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- Do not stop to collect personal belongings;
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- Do not re-enter the building until told that it is safe to do so.

