

20 October 2004

Dear Councillor

**CONSTITUTION TASK GROUP MEETING – THURSDAY 4 NOVEMBER 2004**

A meeting of the Constitution Task Group will be held in the Chief Executive's Office, Council Offices, London Road, Saffron Walden on Thursday 4 November 2004 at 6.00 pm.

Yours faithfully

ALASDAIR BOVAIRD

Chief Executive

**A G E N D A  
PART I**

- 1 Apologies for absence and declarations of interest.
- 2 Notes of the meeting held on 7 October 2004 (page 253 in Minute Book).
- 3 Business arising.
- 4 The Role of Full Council.
- 5 Policy Development
- 6 Update on visits to other local authorities.
- 7 Any other items which the Chairman considers to be urgent.

To:- Councillors C M Dean, E J Godwin, V J T Lelliott, A R Row, A R Thawley and **P A Wilcock**.

Also to:- A Bovaird, S McLagan, M J Perry, M T Purkiss and Councillor A Dean.