

12 September 2011

Dear Councillor

OLYMPICS WORKING GROUP

A meeting of the Olympics Working Group will be held in the Chief Executive's Office at the Council Offices, London Road, Saffron Walden on Tuesday 20 September 2011 at 7pm.

Yours faithfully

JOHN MITCHELL

Chief Executive

A G E N D A

- 1 Apologies for absence and declarations of interest.
- 2 Minutes of the meeting held on 2 August 2011 (attached).
- 3 Business arising.
- 4 'Sparks Will Fly in Uttlesford' – update.
- 5 Olympic Torch.
- 6 Diamond Jubilee.
- 7 Any other urgent items.
- 8 Dates of next meetings.

To: Councillors P Davies, S Favell, A Ketteridge, **M Lemon**,
D Morson, E Oliver and J Rich.

Lead Officer: Gaynor Bradley (01799) 510348
Democratic Services Officer: Linda Bunting (01799) 510431