

19 January 2012

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 **Monday 30 January 2012 at 6.30pm**.

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 13 December 2011 (attached).
- 3 Business arising.
- 4 'Sparks Will Fly in Uttlesford'.
- 5 Olympic Torch:
  - (a) Security
  - (b) Publicity
  - (c) Other events
- 6 Diamond Jubilee.
- 7 Any other urgent items.
- 8 Date of next meeting.

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