

Please ask for: Miss J. Tunncliffe

Your Ref:

Extension No: 4623

My Ref: JT

E-Mail: JoannaTunncliffe@cannockchasedc.gov.uk

25 September, 2007

Dear Councillor,

**APPEALS AND COMPLAINTS PANEL
10.00 A.M., WEDNESDAY, 3 OCTOBER, 2007
ESPERANCE ROOM, CIVIC CENTRE, CANNOCK**

You are invited to attend this meeting for consideration of the matters itemised in the following Agenda.

A copy of the Terms of Reference of the Appeals and Complaints Panel is enclosed.

Yours sincerely,

S. G. Brown
Chief Executive

To: Councillors

Burnett, J.
Collis, C.
Dixon, D.I.

Grocott, M.R.
Jones, Mrs. A.E

AGENDA

PART 1

1. **Appointment of Chairman**
2. **Apologies**
3. **Declarations of Interests of Members in Contracts and other Matters and Restriction on Voting by Members.**

To declare any personal or prejudicial interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

Under the Code of Conduct, if you declare a personal interest, you may remain in the meeting, take part in the debate and vote. If you declare a personal and prejudicial interest (and you have not obtained dispensation from the Council's Standards Committee, you must withdraw from the meeting and not take any part in the debate unless the public are also allowed to attend the meeting to make representations, answer questions or give evidence relating to the business on the agenda. In such circumstances, whilst you are entitled to make representations, answer questions or give evidence, you must withdraw from the meeting and take no part in the debate or the decision making process.

4. **Exclusion of Public**

The Chairman to move:-

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraphs 2 and 3, Part I, Schedule 12A, Local Government Act, 1972 (as amended).

PART 2

5. **Homelessness Appeal**

Not for Publication Report of the Head of Planning and Regeneration (Enclosure 5.1 – 5.).