



Council Offices, Almada Street  
Hamilton, ML3 0AA

Friday, 24 September 2021

Dear Councillor

## **Conference Allocation Committee**

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

**Date:** Tuesday, 05 October 2021  
**Time:** 09:30  
**Venue:** By Microsoft Teams,

The business to be considered at the meeting is listed overleaf.

Yours sincerely

**Cleland Sneddon**  
**Chief Executive**

### **Members**

Peter Craig (Chair), Maureen Chalmers (Depute Chair), Gerry Convery, Maureen Devlin, Kenny McCreary, Jim Wardhaugh

## BUSINESS

### 1 Declaration of Interests

- 2 **Minutes of Previous Meeting** 3 - 4  
Minutes of the meeting of the Conference Allocation Committee of 7 September 2021 submitted for approval as a correct record. (Copy attached)

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### Item(s) for Decision

- 3 **Elected Member Representation at Conferences, etc** 5 - 6  
Report dated 21 September 2021 by the Executive Director (Finance and Corporate Resources). (Copy attached)

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### Urgent Business

- 4 **Urgent Business**  
Any other items of business which the Chair decides are urgent.

### ***For further information, please contact:-***

Clerk Name: Lynne Wyllie/Gillian Cochran

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