



Council Offices, Almada Street  
Hamilton, ML3 0AA

5 March 2018

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 13 March 2018

**Time:** 9:30am

**Venue:** Committee Room 4, Council Offices, Almada Street, Hamilton

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

<b>Members are reminded to bring their fully charged tablets to the meeting</b>
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Yours sincerely

**Lindsay Freeland**  
**Chief Executive**

### **Members**

Walter Brogan, Stephanie Callaghan, Maureen Chalmers, Peter Craig, Maureen Devlin,  
Mark McGeever

## **BUSINESS**

**1 Declaration of Interests**

**2 Minutes of Previous Meeting**

Minutes of meeting of the Conference Allocation Committee held on 13 February 2018 submitted for approval as a correct record. (Copy attached) Page(s) 1 to 4

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**Item(s) for Decision**

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**3 Elected Member Representation at Conferences, etc**

Report dated 5 March 2018 by the Executive Director (Finance and Corporate Resources). (Copy attached) Page(s) 5 to End

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**Urgent Business**

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**4 Urgent Business**

Any other items of business which the Chair decides are urgent.

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

***Sandra Abbott/Lynne Wyllie on 01698 455393***

***sandra.abbott@southlanarkshire.gov.uk***