



Council Offices, Almada Street
Hamilton, ML3 0AA

27 January 2011

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: Wednesday 2 February 2011

Time: 9:30am

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

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

Yours sincerely

Archibald Strang
Chief Executive

Members

Jackie Burns, Jim Docherty, Alex McInnes, Anne Maggs, John Murray, David Watson

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting

Minutes of meeting of the Conference Allocation Committee held on 1 September 2010 submitted for approval as a correct record. (Copy attached) Page(s) 1 to 2

Item(s) for Decision

3 Elected Member Representation at Conferences, etc

Report dated 27 January 2011 by the Executive Director (Corporate Resources). (Copy attached) Page(s) 3 to 4

Item(s) for Noting

4 Elected Member Representation at Conference Dealt with in Terms of Standing Order No 36(c)

Report dated 17 November 2010 by the Executive Director (Corporate Resources). (Copy attached) Page(s) 5 to End

Urgent Business

5 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
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