
To: Councillors John Farrar, Glenvil Greenwood-Smith, Richard Lewis, Andy Mercer, Steven North and Jeremy Taylor

Please ask for David Pope	Direct Dial 01832 742198	Our Ref DJP/WRS	Date: 3 December 2012
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Dear Councillor

A meeting of the **Welfare Reform Sub-Committee** will be held in **CHG2**, East Northamptonshire House, Cedar Drive, Thrapston, on **Tuesday 11 December 2012** at 2.00pm.

Agenda

A period of not more than 15 minutes will be allowed to enable members of the public, who have notified their intention to speak, to address the meeting.

- 1. Minutes of the meeting held on 8 November 2012** (attached)
- 2. Apologies for absence**
- 3. Declarations of Interest**
- 4. Local Council Tax Support Scheme for East Northamptonshire** - (report of the Head of Customer & Community Services **attached**)
- 5. Questions by members under council procedure rule 10.3 (if any).**

(Members of the sub -committee have the right to ask the chairman a question on any matter in relation to which the council has powers or duties or which affects East Northamptonshire and which falls within the terms of reference of the sub-committee - provided that notice is given to the Chief Executive by 5pm on the working day preceding the meeting*). The functions of the sub-committee are to be found in part 3 of the council constitution.

*A form for use by members is available on the council's intranet (Eunice). Alternatively please telephone David Pope or e-mail him on dpope@east-northamptonshire.gov.uk

Yours sincerely

**DAVID OLIVER
Chief Executive**