To: Members of the Licensing (Taxi and Miscellaneous) Panel – Councillors Richard Gell, Geoff Shacklock and Pam Whiting

Please ask for Direct Dial Date
Louise Tyers 01832 742198 10 December 2018

Dear Councillor

A meeting of the Licensing (Taxi and Miscellaneous) Panel will be held in the Council Chamber, East Northamptonshire House, Cedar Drive, Thrapston, on Tuesday 18 December 2018 at 10.00am.

If you are unable to attend this meeting, please telephone Louise Tyers as soon as possible and another Panel member will be appointed to attend.

Members of the Panel are asked to meet in the Chairman's Office 15 minutes prior to the commencement of the Hearing where the Panel will be advised of any supplementary information received. The legal advisor and/or Democratic Services Officer will be available to provide advice to the Panel, but other parties to the Hearing will not attend the preparatory meeting.

AGENDA

1. Appointment of Chairman
2. Apologies for absence
3. Declarations of Interest

The Panel shall resolve to exclude the public and press from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 1 and 7 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.


Yours sincerely

DAVID OLIVER
Chief Executive
FIRE/EMERGENCY EVACUATION

Please read the fire/emergency evacuation instructions before the meeting begins. These are displayed at the entrance to the Council Chamber.

If the emergency alarm sounds, you must evacuate the building immediately by the nearest signed fire exit and proceed to the main car park area as directed by the Democratic Services staff. Further instructions will then be given.