

**COTGRAVE TOWN COUNCIL**  
COTGRAVE LEISURE CENTRE, WOODVIEW,  
COTGRAVE, NOTTINGHAM, NG12 3PJ  
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**Town Clerk – Mrs Julie Stephenson**

5th February 2014

Dear Sir/Madam,

**Recreation and Parks Committee**

You are summoned to attend the above Committee meeting of the Town Council which will be held in Studio 4 of the Leisure Centre on Wednesday 11<sup>th</sup> February 2015 at 7pm to transact the business specified below.

Members of the press and public are welcome to observe the above proceedings. Time is allowed for brief public participation.

Yours faithfully

**Mrs J Stephenson**  
**Town Clerk**

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**AGENDA**

1. To receive apologies for absence.
2. Declarations of interest.
3. Public Open Session.
4. Minutes of the previous meeting 10<sup>th</sup> December 2014 a) accuracy  
b) progress
5. Financial Matters – to consider a) payments made since last meeting, b) payments awaiting,
6. Planning Applications
7. Groundsman's Winter Schedule.
8. Council's other areas of responsibility – a) Annual Tree Inspection.
9. Correspondence (for information only)
10. Clerk's Reports.
11. Councillors' Reports.