All members are summoned to attend the above meeting which will be held on **WEDNESDAY 30th NOVEMBER 2016**, in the Small Committee Room of Whitchurch Civic Centre, commencing at 6pm.

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Please note that all council meetings may be audio recorded to ensure accuracy of subsequent minutes.

**Date of Notice: 23rd November 2016**

Zoë Dean  
Acting Town Clerk

**AGENDA**

1. **APOLOGIES**  
   To receive Cllr apologies and their reason for absence

2. **DECLARATIONS OF INTEREST**  
   To receive any Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting.

3. **PUBLIC PARTICIPATION**  
   Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Council has a responsibility. The Mayor will at this point suspend Standing Orders to allow any members of the public to address the meeting.

4. **VAT ISSUE**  
   To discuss the current VAT situation and a new way forward.