

Dear Councillor

14 August 2008

You are invited to attend a meeting of the **POLICY & REVIEW COMMITTEE to be held on TUESDAY 19 AUGUST 2008 to follow Resources Committee** in the Committee Room at the Town Hall, West Borough, Wimborne Minster.

Members of the public are advised that they may speak at the meeting, at the discretion of the Chairman, if notification is given to the Clerk prior to the meeting.

Yours sincerely

Town Clerk

A G E N D A

- 1 Apologies for Absence.
- 2 **EXCLUSION OF PRESS & PUBLIC**
- 3 **RISK ASSESSMENT REVIEW (Min 72 – 21.08.07)**
To receive the latest Risk Assessment review covering the Town Council's buildings and operations (copy herewith).

MEMBERS OF COMMITTEE

Cllr R D Cook (Chairman)
Cllr J Burden (Vice-Chairman)
Cllr A J Hampton
Cllr L G Harvey
Cllr M J Hodkinson

NB: Chairmen of Committees are reminded that, if they cannot attend meetings of Policy & Review Committee, Standing Orders require them to inform their Vice-Chairmen so that they may attend in their place.