

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG

Tŷ Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG

Chief Executive / Prif Weithredwr
Anthony O'Sullivan BSc(Eng), MSc, CEng, FICE, FCIHT



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Helen Morgan (Tel. 01443 864267: Email: morgah@caerphilly.gov.uk)

Date: 31st October 2012

Dear Sir/Madam,

A meeting of the **Democratic Services Committee** will be held at **Penallta House, Tredomen Park, Ystrad Mynach (Sirhowy Room)** on **Thursday, 8th November 2012 at 5.00 p.m.** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'A O'Sullivan'.

Anthony O'Sullivan
CHIEF EXECUTIVE

A G E N D A

1. Apologies for Absence.
2. Declarations of Interest.
3. To approve and sign the minutes of the meeting held on 6th September 2012 (minute nos. 1-3 on page nos. 1-2) (copy attached).
4. Wales Audit Office Scrutiny Improvement Study (to follow).

Circulation:

Councillors Mrs. G. Bevan, P.J. Bevan, D.G. Carter, H.W. David, W. David, D.T. Davies, R.T. Davies, Mrs. C. Forehead, Mrs P. Griffiths, S. Jenkins, Ms. J.G. Jones, G. Kirby, C.P. Mann, Mrs. D. Price, Mrs. M.E. Sargent, J. Taylor.

And Appropriate Officers

A greener place Man gwyrddach



Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat