

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

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



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**Date: 24th May 2017**

Dear Sir/Madam,

A meeting of the **Democratic Services Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Wednesday, 31st May, 2017** at **5.00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

**Chris Burns**  
INTERIM CHIEF EXECUTIVE

## AGENDA

	Pages
1 To receive apologies for absence.	
2 Declarations of Interest.	
Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.	
To approve and sign the following minutes: -	
3 Democratic Services Committee held on 1st March 2017.	1 - 4
To receive and consider the following report(s): -	

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4 Annual Report for Democratic Services.

5 - 10

5 Training and Induction (verbal update).

6 Annual Reports for Elected Members 2016/17 (verbal update).

**Circulation:**

Councillors C. Andrews, P.J. Bevan, D. Cushing, W. David, D.T. Davies (Vice Chair), Mrs C. Forehead, A. Hussey, L. Jeremiah, G. Kirby, C.P. Mann (Chair), Mrs G.D. Oliver, Mrs M.E. Sargent, G. Simmonds, C. Thomas, R. Whiting and W. Williams,

And Appropriate Officers