



# SPENNYMOOR TOWN COUNCIL



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Town Clerk: Mrs Pauline Waterson LL.B. (Hons) DMS MBA CiLCA Solicitor

Your Ref:

Our Ref: Me.2d/CR189LY

5 April 2016

Mr Alan Prudhoe

[Request-322341-c38c47b8@whatdotheyknow.com](mailto:Request-322341-c38c47b8@whatdotheyknow.com)

Dear Mr Prudhoe

Many thanks for your Freedom of Information request entitled 'Annual Town Meeting', received by the Council on the 15 March 2016.

In line with your request, I attach a copy of the Public Notice in relation to this meeting. I can also confirm that the notice was displayed from 26 February 2016 in the following places:

- Jubilee Park
- Tudhoe Community Centre Notice Board
- Middlestone Moor Community Centre Notice Board
- Byers Green Community Centre Notice Board
- Kirk Merrington Community Centre Notice Board
- Town Hall Notice Board

In accordance with the Local Government Act 1972: Schedule 12: Pt3: Clause15 (1) and (2), the Council have complied with the requirements of the public notice for the Parish meeting, in respect of the required period of notice of the meeting, and the information which must be included within the notice.

It is noted that the Act provides that Public Notice should have been signed by the Town Mayor, who convened the meeting, rather than the Council's senior officer, which was the case in this instance.

Though this is regrettable, it is not felt that this in any way detracted from proper notice being provided of this meeting. In future such circumstances, the Council will ensure that the Town Mayor (or other appropriate members of the Council) sign such notices. Could I thank you for bringing this to our attention.

I trust this satisfies your request for information.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Colin Ranson', with a stylized, cursive script.

**COLIN RANSON**  
**Facilities Manager**