

**NORTON ON DERWENT TOWN COUNCIL**  
**NOTICE OF AN EXTRAORDINARY MEETING**

The public are invited to attend an Extraordinary Meeting of the Town Council to be held on 12<sup>th</sup> June 2023 at 7pm at The Old Courthouse, 84b Commercial Street, Norton, YO17 9ES.

**AGENDA**

**1. Apologies**

To receive apologies for absence.

**2. Exclusion**

The council shall consider whether the circumstances of the meeting warrant the exclusion of the public and the press.

**3. Introductions**

Chair to introduce all in attendance.

**4. Procedure**

Chair to explain the procedure to be used at the meeting.

**5. Grounds for complaint**

Complainant (or their representative) to outline the grounds for the complaint.

**6. Members Questions**

Members to ask any questions of the complainant (or their representative).

**7. The Last Word**

Complainant to be offered the opportunity of the last word.

**8. Private Discussion**

The complainant (and their representative) and Town/Assistant Clerk asked to leave the room while members decide whether or not the grounds for the complaint have been made.

**9. Confirmation of Decision made**

The complainant and the Town/Assistant Clerk are invited to return to hear the decision or to be advised when the decision will be made.

Clerk to Norton on Derwent Town Council  
7<sup>th</sup> June 2023