

**SWANAGE TOWN COUNCIL**

A.J. LEESON  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ

29<sup>th</sup> June 2007

Dear Councillor

**General Operations Committee**

A meeting of the above Committee will be held at the **TOWN HALL** on **Wednesday, 4<sup>th</sup> July 2007** at **9.30 a.m.**

Yours sincerely

*Alan Leeson*

Town Clerk

**A G E N D A**

1. Apologies.
2. Allotments.  
To receive representations from Prospect Allotments Association
3. Range and scope Committees Responsibilities.  
To discuss and determine matters
4. Organisation of future meetings and order of business.  
To discuss and determine e.g. Operations Report, Issues, Priorities etc.
5. Tree Management Policy  
To review the Council's policy and to determine matters relating to Forres Field.

(Briefing Note and Papers to follow)

6. Date of Next Meeting.

**PLEASE NOTE: UP TO 15 MINUTES OF PUBLIC PARTICIPATION TIME  
MAY BE HELD PRIOR TO THE MEETING AT 9.30 a.m.**

To The Town Mayor and Councillors  
Audley, Mrs Gainsborough, Mrs Marsh  
Mrs. Patrick and Trite.