



ROYSTON TOWN COUNCIL

Town Clerk: Miss Caroline Mills PSLCC

13th May 2024

To all Members of the Planning Committee

Dear Councillor

You are summoned to attend the next meeting of the Planning Committee, to be held in The Heritage Hall, Town Hall, Royston immediately following the General Purposes and Highways Committee meeting on **Monday, 20th May 2024**, for the transaction of the business set out below. Please let me know if you are unable to attend.

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website www.roystontowncouncil.gov.uk. This meeting may be recorded and livestreamed on YouTube.

Yours sincerely

Caroline Mills

Town Clerk

AGENDA

1. To note the appointments of Chair and Vice-Chair of the committee by Full Council for the ensuing year.
2. To receive apologies for absence.
3. To note the Council's Resolution as to the Delegation of Powers and Duties to the Committee.
4. To note the Committee's Terms of Reference.
5. Minutes: To approve as a correct record the minutes of the meeting of the Planning Committee held on 8th April 2024 (minutes 351/24 to 356/24, copy enclosed).

Date of next meeting: 3rd June 2024