

30<sup>th</sup> August 2019

**To: All Members of Newbury Town Council**

Dear Councillor,

You are summoned to attend a meeting of **Newbury Town Council** to be held in the Council Chamber, Town Hall, Market Place, Newbury on **Monday 9 September 2019 at 7.30 pm**. The meeting is open to the press and public.

Yours sincerely,

**Councillor Elizabeth O’Keeffe**  
**Mayor of Newbury.**

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## AGENDA

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- 1. Apologies for absence**  
*Chief Executive Officer*
- 2. Vote of Thanks to Mrs. Joyce Lewis, former Civic Manager**  
*Town Mayor*

**To formally thank** Joyce Lewis for her 27 years of service to the Council and the people of Newbury.