



6 October 2017

Dorset Association of Parish & Town Councils
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EXTRAORDINARY CHIEF EXECUTIVE'S CIRCULAR

ANNUAL GENERAL MEETING 2017 – INFORMATION & TIMETABLE

The AGM this year will be on **Saturday 4 November 2017** and will be a morning event followed by lunch.

An agenda is being distributed with this document and is also on the [DAPTC website](#)

Every member council will be entitled to send two representatives, but only one vote on any particular motion.

Motions to be put to the AGM have been circulated to all councils, for discussion at a council meeting and to agree a voting mandate for their representative, prior to the AGM.

The list of motions is attached to the agenda.

The minutes of the 2016 AGM are available on the [DAPTC website](#)

Please note that:

- **Any council which has proposed one of those motions must have their representative in attendance at the AGM to propose the motion**
- **Representatives at the AGM may be required to make a decision after an informed debate and possible amendment. DAPTC will recognise the final decision.**

The AGM will debate the motions, and consider giving the Executive Committee delegated power to finalise the wording and any supplementary information to NALC.

Progress of motions approved at the 2016 AGM are available on the [DAPTC website](#)

Disabled access

To ensure disabled access to all areas of the event, all refreshments and information stands will be in the main foyer of County Hall. All aspects of the event will be on one floor of the building. A hearing aid loop is provided in the meeting space in the council chamber.

Parking arrangements - important information

Post code for Satnavs: DT1 1XJ

Parking in the pay and display car park opposite the front of county hall (the Colliton Park car park) is NOT free on Saturdays.

FREE car parking is available in the car park around county hall, **within the (open) barriered section only. An anti-clockwise one way system is in operation** with entry to the car park to the right hand side

of county hall. The attached map shows details, also highlighting the parking area closest to the entrance to county hall.

Please ensure you do not park in any of the spaces in front of the open barrier – these are for one hour parking only and are patrolled by traffic wardens who will issue parking fines.

Disabled parking

A very limited number of marked **disabled parking spaces** are available in the car park opposite the front of county hall (the Colliton Park car park) for blue badge holders but are **only free for a maximum of 3 hours**.

If you would like any further assistance with planning your parking needs, please contact us at daptc@dorsetcc.gov.uk.

Catering preparation

Numbers of representatives attending the AGM, along with any special dietary requirements, will be needed by **20th October** please.

Many thanks
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