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**NOTICE OF FULL COUNCIL EXTRAORDINARY MEETING  
TUESDAY, 16<sup>TH</sup> FEBRUARY 2021 AT 6.30 P.M.**

**11<sup>th</sup> February 2021**

To: The Chair and Members of Draethen, Waterloo & Rudry Community Council

Dear Chair/Councillors

You are summoned to attend an **EXTRA-ORDINARY** Council Meeting of Draethen, Waterloo & Rudry Community Council that will be held on **Tuesday, 16<sup>th</sup> February 2021 at 6.30 pm**. The meeting will be held by remote video conference in accordance with the provisions of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.

**Please note that due to the Covid-19 restrictions and procedures this meeting will be held remotely. Consequently, because of the exceptional circumstances it will not be practical to include the public nor press.**

A link to access the meeting will be emailed to Members.

The business to be transacted is set out in the agenda below.

Yours sincerely

**Val Steel**

**Clerk to the Council / Proper Officer**

- 1. To note members' attendance and to receive apologies for absence**  
*Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record forms part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Clerk.*
- 2. To receive Declarations and Register of Interest**  
*Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Clerk.*

3. **To discuss and agree Committees incorporating new Members for current and future roles and activities. Item 21/21 deferred from the meeting held on 28<sup>th</sup> January 2021**
4. **To discuss Terms of Reference for DWR CC communications (Committee Members have already agreed Minute Ref: 122/20 (12.08.2020) & 137/20 (01.10.2020). Item 22/21 deferred from the meeting held on 28<sup>th</sup> January 2021**

**HOW WE WILL USE YOUR INFORMATION** Those individuals that attend Community Council meetings to speak/give evidence will be named in the minutes of that meeting. Sometimes this will include their place of employment or business and opinions expressed. Minutes of meetings including details of speakers will be publicly available to all via the Council web site at [www.dwrcouncil.co.uk](http://www.dwrcouncil.co.uk) except for discussions involving confidential or exempt items. You have a number of rights in relation to your information, including the rights of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed. For further information on how we process your information and your rights please view the Council's Privacy Notice on our website <http://www.dwrcouncil.co.uk> or contact the Clerk to the Council by email at [clerk@dwrcouncil.co.uk](mailto:clerk@dwrcouncil.co.uk)