

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **CommitteeName** held in the MeetingLocation on MeetingDate at MeetingTime.

PRESENT: ChairPresentCllrShortRolesList  
ViceChPresentCllrShortRolesList

MembersPresentCllrShortSubsList

ALSO IN ATTENDANCE: GuestInattendanceCllrShortList

APOLOGIES FOR ABSENCE: MembersExcuseCllrShortRolesSubsList

Meeting closed at MeetingActualFinishTime.

Chairman