

West Lothian Civic Centre
Howden South Road
Livingston
EH546FF

October 2017

The inaugural meeting of the new Linlithgow & Linlithgow Bridge Community Council established in terms of the Scheme for Establishment of Community Councils in West Lothian will be held in Burgh Halls, Linlithgow on 28th November 2017 at 7.30pm to deal with the undernoted items of business.



for Returning Officer (Community Councils)

BUSINESS

1. Record of those present and minute of meeting.
2. Report by the Returning Officer on outcome of Community Council Election (herewith).
3. Appointment of Office-Bearers:
 - Chair
 - Vice Chair(s)
 - Treasurer
 - Secretary
 - Planning Secretary
4. Filling of Vacancies, including Youth and Associate Members.
5. Community Council Scheme and supporting documents including Constitution & Standing Orders.
6. Code of Conduct for Community Councillors.
7. Training and Support, including funding and insurance.
8. Data Protection Act 1998 and the General Data Protection Regulations (GDRP)
9. Community Council Joint Forum and Knoweldgehub.

If you are unable to attend the meeting, please let me know and I will ensure your apologies are tendered. It would also be very helpful if you could let me know whether you would be willing to be considered for appointment as an office-bearer in your absence.

If you have any questions prior to the meeting, please contact Lorraine McGrorty on 01506 281609 or e-mail lorraine.mcgrorty@westlothian.gov.uk