

Council Offices  
Civic Hall Square  
Shildon  
Co. Durham

23<sup>rd</sup> June 2020

Dear Sir/Madam

A 'Virtual' Meeting of the Service and Amenities Committee will be held online on Tuesday, 30<sup>th</sup> June 2020 at 6.30pm and you are summoned to attend.

Yours faithfully

T A Bellas  
Town Clerk

**Business to be transacted at the Meeting will be:**

1. **Apologies for Absence**

To receive apologies for absence.

2. **Declarations of Interest**

To notify of any items that appear in the agenda in which you may have a disclosable pecuniary interest and/or any other interest.

3. **Re-opening of the Shildon Civic Hall**

To consider the report of the Town Council and verbal update provided by the Civic Hall Manager

**How to join the meeting using zoom.us**

Should any member of the public wish to join the virtual meeting, please contact the Town Council by email – [council@shildon.gov.uk](mailto:council@shildon.gov.uk) to request an invitation. You will be provided with instructions on how to join the meeting electronically. You will also need to sign up to a Zoom account, which is free. You should use your browser to find [zoom.us](https://zoom.us), then simply follow the instructions to sign up.