**Cessnock City Council**

**Section 355 Committee Meeting Minutes**

[Name of Section 355 Committee]

**Meeting Date:** **Meeting Commenced:**

**Place of Meeting: Meeting Ended:**

|  |
| --- |
| **PRESENT** |
| *Name of Member, Type of Member (e.g. Secretary, Member)* | *Name of Member, Type of Member (e.g. Secretary, Member)*  |
|  |  |
|  |  |
|  |  |
| **APOLOGIES** |
| *Name of Member, Type of Member (e.g. Secretary, Member)* | *Name of Member, Type of Member (e.g. Secretary, Member)* |
|  |  |
|  |  |
|  |  |
|  |  |

**AGENDA**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item Number** | **Item** | **Details** | **Voting** |
| **3.** | Confirmation of minutes from previous meeting | Any actions arising out of previous minutes needing to be revisited? |  |
| **4.** | Disclosures of conflicts of interest  | Any members needing to disclose conflicts of interests? Refer to Code of Conduct for definitions |  |
| **5.** | Business arising out of previous meetings | [add details – to be actioned by committee member x] |  |
| **6.** | Correspondence | Any correspondence received or to be sent by the committee  |  |
| **7.** | Treasurer’s report |  |  |
| **8.** | Other reports |  |  |
| **9.** | General Business |  |  |
| **10.** | Close meeting |  |  |

***Our Community’s Vision***

Cessnock will be a cohesive and welcoming community living in an attractive and sustainable rural environment with a diversity of business and employment opportunities supported by accessible infrastructure and services which effectively meet community need.

*Cessnock – thriving, attractive and welcoming.*

***Our Community’s Desired Outcomes***

• A connected, safe and creative community.

• A sustainable and prosperous economy.

• A sustainable and healthy environment.

• Accessible infrastructure, facilities and services.

• Civic leadership and effective governance.