

**Democratic Services**

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9 August 2016

**SUMMONS TO ATTEND**  
**MEETING WITH THE CABINET MEMBER FOR RESOURCES**

**PLACE:** COMMITTEE ROOM 2, COUNCIL OFFICES, WOODGREEN,  
WITNEY  
**DATE:** WEDNESDAY 17 AUGUST 2016  
**TIME:** 9.30AM

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Councillor: Mr T J Morris – all other Members for information

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**A G E N D A**

1. **Notice of Decisions at the meeting held on 8 July 2016 (previously circulated)**
2. **To resolve that the public be excluded from the meeting during consideration of exempt information**
3. **Write Offs – 2016/2017 (Report of the Strategic Director – copy attached)**

Purpose:

To give details of account balances written off under delegated authority and to seek approval to write off account balances of more than £300.

Recommendations:

- (a) That the debts shown in Appendix 1, which have been written off under delegated authority of be noted.
- (b) That the debts shown in Appendix 2 be written off.
- (c) That the debts shown in Appendix 3 that has been written off due to the debtor being formally made insolvent be noted.



Frank Wilson  
Head of Paid Service