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To: Councillors McIntyre (Chair), O'Neill, Reeves, D Coffey, Reid, Wilson, Provost Darnbrough and Councillors Farrell, Ross and Carmichael.

12 May 2004

Dear Councillor

MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF THE POLICY AND RESOURCES COMMITTEE - 19 MAY 2004

You are requested to attend the next meeting of the **Members' Services and Civic Ceremonial Sub-Committee of the Policy and Resources Committee** to be held on **WEDNESDAY 19 MAY 2004 at 1045 HOURS**, or at the conclusion of the **Housing Committee**, whichever is the later, in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, in order to discuss the undernoted business.

Yours sincerely



David Mitchell
Acting Director of Corporate Support

SMcH/SR

B U S I N E S S

INTIMATE APOLOGIES

CONFERENCES/COURSES

1. CONFERENCES AND COURSES BUDGETARY UPDATE

- 1.1** Note that the budget for Conferences and Courses for financial year 2004/2005 is £20,000.

1.2 BALANCE OF BUDGET REMAINING AS AT 4 MAY 2004 - £19,362.00.

2. CONFERENCES/COURSES

2.1 CHARTERED INSTITUTE OF LIBRARY AND INFORMATION PROFESSIONALS IN SCOTLAND - 7-10 JUNE 2004 (pages 1-2) - Submit report dated 6 April 2004 (copy enclosed) by the Executive Director of Neighbourhood Services requesting consideration of an invitation for the Council to be represented at the Chartered Institute of Library and Information Professionals in Scotland (CILIPS) Conference to be held in Peebles in June 2004.



CIVIC CEREMONIAL

3. CIVIC CEREMONIAL BUDGETARY UPDATE

3.1 Note that the budget for Civic Ceremonial events for financial year 2004/2005 is £9,470.

3.2 BALANCE OF BUDGET REMAINING AS AT 4 MAY 2004 - £9,445.00.

4. CIVIC CEREMONIAL APPLICATIONS

4.1 MID SUMMER MAGIC CONCERT GROUP - BREAST FOOT FORWARD (pages 3-4) - Submit report dated 21 April 2004 (copy enclosed) by the Chief Executive advising of a request from the Concert Organiser for Breast Foot Forward for the provision of refreshments for the children involved in the Youth Concert to be held on 30 and 31 July 2004 in support of Breast Foot Forward.



4.2 VOLUNTEER CENTRE, EAST AYRSHIRE (pages 5-6) - Submit report dated 29 April 2004 (copy enclosed) by the Chief Executive advising of a request from the Volunteer Centre, East Ayrshire, for the Council to host a civic reception on 4 June 2004 for volunteers.

