

		sols of meeting	
Name of Outside Body			
Date of meeting			
Council			
representative(s)			
Key discussions:			
Key decisions:			
Relevance to Ryedale District Council:			
Date of		Confirmation of	
submission of		clearance to publish	
précis		précis	

**Outside Bodies – Précis of Meeting** 

It is the responsibility of the Member representative(s) to write this précis and then get approval from the outside body prior to submission to Democratic Services, preferably by email to <u>democratic.services@ryedale.gov.uk</u> or alternatively paper copy. The précis will then be placed on the Council's website. This précis is for information purposes only and it is the responsibility of the Member representatives to follow up actions.