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6 November 2020

Dear Councillor

**NOTICE OF INTENTION TO HOLD A CABINET MEETING (OR PARTS OF IT) IN PRIVATE**

Please find attached notification that part of the Cabinet meeting to be held remotely on 7 December 2020 will be held in private, as required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Members of the public who require further information are asked to contact Kate Batty-Smith, Democratic Services Officer on 01304 872303 or by e-mail at [democraticservices@dover.gov.uk](mailto:democraticservices@dover.gov.uk).

Yours sincerely

Democratic Services Officer

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