



Enquiries to:
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Date: 12th January 2026

Dear Sir/Madam,

Change of meeting time for Cabinet – January 2026

I refer to the meeting of Cabinet due to be held on **Wednesday 21st January** and write to inform you that in consultation with the Leader of the Council this meeting has been brought forward to an earlier start time of **4pm** in order to hold an Extraordinary Council meeting later that evening.

Yours faithfully,

Tom Shardlow

Chief Executive

To: All members of Cabinet