

Notice of Forthcoming Exempt Items

The Local Authorities (Executive Arrangements) (Meetings & Access to Information) (England) Regulations 2012

Description of matter to be discussed in private	Committee/ Decision Maker where the matter will be discussed in private	Reason(s) why the item is exempt	Background Information/documents submitted to the Committee / Decision Maker	Lead Officer Contact
Business Rates Write Offs over £15,000 that have become irrecoverable	Cabinet 2 April 2013	The report includes the names of the companies	A Write Off Report and a spreadsheet showing the company and the amount of debt to be written off.	Mike Bytheway (Service Manager Revenues & Benefits)

Should you wish to make any representations about why the above parts of the meeting should be open to the public you should contact the Committee Section, committee.section@gravesham.gov.uk or 01474 33 73 14, 33 73 02, 33 72 48. Any such representations, the Local Authority's responses to them and a statement of reasons for the matters to be discussed in private will be published in a notice at least five days before the meeting.