

WALTHAM FOREST COMMUNITY SAFETY BOARD

ANNUAL GENERAL MEETING	
20 th January, 2010	
ELECTION OF OFFICE BEARER - Treasurer	
Contact Officer: David. J. Knight 020 8496 4736 Davidj.knight@walthamforest.gov.uk Clerk to the Board	Classification: Open

1.0 SUMMARY

- 1.1 The nomination form is attached together with a description of the post. Please note that if any Member is interested in this post but needs further assistance or explanation regarding the role or the election process, please do not hesitate to contact me for an informal discussion about the role and responsibilities
- 1.2 Finally, please note that the principal duties of the Treasurer are to:
- 1) Deputize in the absence of the Chair;
 - 2) Undertaking specific tasks and responsibilities as requested by the Chair;
 - 3) Share and support in general the full workload range of the Chair; and
 - 4) Work actively with the Chair to co-ordinate the work of the Board.

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