

4 July 2012

Dear Councillor,

The next meeting of the Town Council will be held on Tuesday 10 July at 7.30 p.m. at Callicroft House, Rodway Road, Patchway.

The agenda is given below and your attendance is requested.

Yours sincerely,

Town Clerk

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**A G E N D A**

1. Public Question Time
2. Apologies for absence
3. Declarations of Interest
4. Minutes of the meeting of the Town Council held on 12 June (enclosed)
5. Matters arising from the minutes
6. Reports from Committees:
  - a) Planning & Transport Committee held on 26 June
  - b) Finance Committee held on 3 July
7. Proposed Revision of Standing Orders (Document enclosed)
8. Reports from District Councillors
9. Correspondence
10. Planning applications
11. Finance: to note income and approve accounts for payment

12. Honorary Freeman (closed session)
13. Complaints (closed session)
14. To note the August Recess and that the next meeting of the Town Council will be held on Tuesday 11 September at 7.30 p.m., commencing with Public Question Time.