

4 July 2013

Dear Councillor,

The next meeting of the Town Council will be held on Tuesday 9 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 (maximum 30 minutes)
2. Apologies for absence
3. Declarations of Interest
4. Minutes of the meeting of the Town Council held on 11 June (enclosed)
5. Matters arising from the minutes
6. Reports from Committees:
  - a) Planning & Transport Committee held on 25 June
  - b) Parks & Open Spaces Committee held on 27 June
  - c) Finance Committee held on 2 July
7. Reports from local organisations
8. Correspondence
9. Planning applications
10. Finance: to note income and approve accounts for payment

11. To note that the next meeting of the Town Council will be held on Tuesday 10 September and that the Council will be in recess for the month of August.