

1 May 2014

Dear Councillor,

The Annual Meeting of the Town Council will be held on Tuesday 13 May 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

A G E N D A

1. Apologies for absence
2. Declarations of Interest
3. Election of Mayor & Deputy Mayor
4. Election of Council Committees
5. Appointment of representation on Outside Bodies
6. Review and confirm Standing Orders and Financial Regulations
7. Confirm appointment of Bill Davies & Co. as Internal Auditors
8. Minutes of the meeting of the Town Council held on 8 April 2014 (enclosed)
9. Matters arising from the minutes:
 - a) Annual Town Meeting: confirmation that meeting will be held on Thursday 29 May at 7.30 p.m. at Patchway Community Centre, preceded by a public exhibition from 2-7 p.m.
 - b) Cribbs Patchway New Neighbourhood: meeting with SGC officers and representatives of Almondsbury and Filton will be held on Friday 30 May at 10 a.m.

10. Reports from Committees:
 - a) Planning Committee held on 22 April
 - b) Parks & Open Spaces Committee set for 24 April was cancelled
 - c) Finance Committee held on 6 May
11. Reports from local organisations
12. Reports from South Gloucestershire Councillors
13. Correspondence
14. Planning applications
15. Finance: to note income and approve accounts for payment
16. To note that the next meeting of the Town Council will be held on Tuesday 10 June and will commence with Public Question Time.