

2 December 2014

Dear Councillor,

The next meeting of the Town Council will be held on Tuesday 9 December 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. Apologies for absence
2. Declarations of Interest
3. Minutes of the meeting of the Town Council held on 11 November 2014 (enclosed)
4. Matters arising from the minutes
5. Committee Reports:
  - a) Planning & Transport Committee meeting on 25 November
  - b) Parks & Open Spaces Committee meeting on 27 November
  - c) Finance Committee meeting on 2 December
6. Reports from local organisations and other meetings
7. Reports from South Gloucestershire Councillors
8. Correspondence
9. Planning applications
10. Finance: to note income and approve accounts for payment

11. To note that the next meeting will be held on Tuesday 13 January 2015 at 7.30 p.m., commencing with Public Question Time

After the meeting seasonal refreshments will be served.