

2 May 2017

Dear Councillor,

The Annual Meeting of the Town Council will be held on Tuesday 9 May 2017 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 and Deputy Mayor
4. Membership of Committees and Outside Bodies
5. Review and Confirmation of Standing Orders and Financial Regulations
6. Appointment of Internal Auditor
7. Minutes of the meeting of the Town Council held on 11 April (enclosed)
8. Matters arising from the minutes
9. Committee Reports:
 - a) Parks & Open Spaces Committee held on 20 April
 - b) Planning & Transport Committee held on 25 April
 - c) Finance Committee held on 2 May
10. Agreement of the Draft Memorandum of Understanding between SGC and PTC on the Vision for Patchway Town Centre (enclosed)
11. Reports from South Gloucestershire Councillors

12. Reports from Local Organisations
13. Correspondence
14. Planning applications
15. Finance
16. To note that the next meeting will be held on Tuesday 13 June and will commence with Public Question Time