

The Greenfield Centre, Park Avenue, Winterbourne, South Gloucestershire BS36 1NJ

Tel: 01454 776922 [clerk@winterbournepc.co.uk](mailto:clerk@winterbournepc.co.uk)

Dear Councillor

Be pleased to take notice that the Meeting of the Parish Council of the above-named Parish will be held at The Greenfield Centre, Park Avenue, Winterbourne, on Monday 3 October 2022 **not before 7pm.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Dated this 28 September 2022

Clerk: Sally Watkinson

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To: All Members of Council

### **BUSINESS TO BE TRANSACTED**

#### **A G E N D A: -**

***Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, and any disability), Crime & Disorder, Health & Safety and Human Rights.***

1. Evacuation Procedure
2. Apologies for Absence
3. Chairman's announcements
4. Public participation  
*The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, with a maximum of 3 minutes per person, and will be under the direction of the chairman of the meeting.*
5. Declarations of Interests under the Localism Act 2011
6. To approve of the Minutes of:  
Council meeting held on 5 September 2022

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To note the Minutes of:

Planning Committee meetings held on 5 and 26 September 2022

Finance & General Purposes meeting held on 26 September 2022

7. To answer questions from Councillors
8. The head of Elm Park School to give an update on the progress of the new school building
9. To receive and consider the Clerk's Report
10. To approve monthly accounts up to 21<sup>st</sup> September 2022
11. To consider recommendations from the Finance & General Purposes Committee:
  - To provide the following grant : The Perry Almshouses - £1,500
  - To write off of room hire debt
  - To adopt a debt Recovery Policy
  - To purchase new chairs for Greenfield Centre Hall
  - To proceed with refurbishment of 2 kitchens in the Greenfield Centre
12. To consider the responses to External Auditor's queries.
13. To approve Winterbourne Parish Council Local Nature Action Plan
14. To consider the future management options for Tuckett Field.
15. Any other item considered urgent by the Chairman

*(Members are reminded that an urgent item is one which requires a formal decision by Council which cannot possibly wait until the next meeting)*

***If you intend to film or audio record this meeting, please inform the clerk beforehand.***