



Winterbourne

PARISH COUNCIL

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 6 November 2023 **not before 7.00pm.**

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 1 November 2023

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Clerk: Sally Watkinson

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. Declarations of Interests under the Localism Act 2011
4. Chairman's announcements
5. 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.
6. To approve of the Minutes of:
Council meeting held on 2 October 2023

To note the Minutes of:
Planning Committee meetings held on 2 and 16 October 2023
Finance & General Purposes meeting held on 16 October 2023

7. To answer questions from Councillors
8. To receive and consider the Clerk's Report
9. To consider recommendations from the Finance & General Purposes Committee:
Grant request: WSA - £1101.90
To agree the updated Financial Regulations.
10. To consider and approve the Standing Orders and Risk Assessment.
11. To consider and approve the Terms of Reference for the Council's committees.
12. To approve the accounts for September and October and the bank reconciliations.
13. To consider the accounts for April to September against budget.
14. To consider the External Audit report.
15. To consider approval of invoices for payment, together with any invoices received since publication of the Agenda.
16. To consider road names for new housing at Lower Hambrook.
17. To consider the planting of new trees on Hambrook Common.
18. To consider applying for a South Gloucestershire Grant for the greening of the High Street.
19. To consider agreement for the continuation of the Community Conversations events and how the Parish Council should best consult with the community in the future.
20. 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.