

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 6 February 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 February 2023

.....  
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. 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 9 January 2023

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

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

To note the Minutes of:

Planning Committee meetings held on 9 and 23 January 2022

Finance & General Purposes meeting held on 23 January 2022

7. To answer questions from Councillors.
8. To receive and consider the Clerk's Report.
9. To approve monthly accounts for January and agree the bank reconciliation.
10. To consider recommendations from the Finance & General Purposes Committee:  
To agree the Grant for:  
Green Community Travel Ltd - £194.20  
To agree appointment of contractor to refurbish the Hall floor at the Greenfield Centre
11. To consider the appointment of a contractor to increase the height of the fence at the MUGA court.
12. To consider the appointment of a contractor to carry out works following the tree surveys.
13. To consider permission requested from Frenchay Primary School to use Frenchay Common for a leavers party on 21 July.
14. 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.***