



MEETING: Thursday 3 November 2016 6pm Northfield Community Centre

AGENDA

	Part 1: Convened by Councillor Alex Lunn, Returning Officer <ul style="list-style-type: none"><li>• Announcement of election results</li><li>• Election of Office Bearers</li></ul>	
1.	Part 2: Convened by Community Council Chair	15 minutes
2.	Apologies for absence	
3.	Adoption of Constitution and Standing Orders <ul style="list-style-type: none"><li>• Paper 1/2016 Models provided under the Scheme</li></ul>	5 minutes
4.	Calendar of Meetings <ul style="list-style-type: none"><li>• Paper 2/2016</li></ul>	5 minutes
5.	Treasurer's Report <ul style="list-style-type: none"><li>• Appointment of signatories</li></ul>	5 minutes
6.	Secretary's Report <ul style="list-style-type: none"><li>• Prospective and current issues</li></ul>	15 minutes
8.	Any Other Competent Business	
9.	Next meetings: 15 December	

Website: [www.northfieldandwillowbrae.org.uk](http://www.northfieldandwillowbrae.org.uk)

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