



# Northfield and Willowbrae Community Council

**Annual General Meeting**  
**Date and Time of Meeting: 19th September 2023 at 7pm**  
**at Northfield Community Centre**

	<b>Agenda Points</b>	<b>Approx End Time*</b>
1.	The AGM will be preceded by an EGM to carry out elections of new community council members	7.15pm
2.	Welcome and Apologies	7.20pm
3.	Presentation by Andrew Fields (CEC Head of Community Engagement) and discussion	7.45pm
4.	Minutes of last meeting (18th July 2023) & matters arising Minutes of last AGM (8 Nov 2022) & matters arising	8.00pm
5.	Financial report for the period since the last meeting	8.05pm
6.	Approval of Annual Report and Accounts	8.10pm
7.	Community Council Membership Matters Election of Office-bearers	8.15pm
9.	Engagement: Community Coffee Mornings	8.25pm
10.	Any other competent business & Public Forum	8.30pm
11.	Date of next meeting	8.30pm

\* Approx End Times for Items may vary at the Chair's discretion.

The meeting will end just after 8.30pm. All participants must leave the building by 8.45pm.

The Community Council meets in public – it is not a public meeting. If you wish to suggest items for discussion at a meeting or for any other matter, please contact the Secretary several days before the meeting. Contact: [secretary@northfieldandwillowbrae.org.uk](mailto:secretary@northfieldandwillowbrae.org.uk)