**WINDLESTONE PARISH COUNCIL**

**7 Front Street, Bishop Middleham, County Durham. DL17 9AJ**

**Tel: 07808062525 Email:** **kyounghusband@ferryhill.gov.uk**

**ORDINARY MEETING**

 **Time: 6.00pm**

 **Date: Thursday, 7th December, 2017**

 **Venue: Chilton Community College**

Dear Councillor, you are hereby summoned to attend the above meeting at which the following business will be transacted:

**AGENDA**

 1. To Receive Apologies

 2. To Approve the Minutes of the Ordinary Meeting held on 24th August, 2017 (attached)

 3. Matters Arising from the Minutes of the Ordinary Meeting

 4. To Receive Comments from Members of the Public as Appropriate

 5. Finance: To Approve and Sign Cheques for Expenditure Incurred

 6. To Approve the Council’s Risk Assessment (attached)

 7. Casual Vacancy for Councillor

 8. Ownership of Bus Shelters in the Parish

 9. Planning

10. Correspondence

11. Any Other Business

* Closure of Chilton Community College

12. Date & Time of Next Meeting

 **Karen Younghusband**

**Clerk Windlestone Parish Council**