



Note: This document must be adapted to suit your community meetings

AGENDA FOR POLOKWANE CPF
SECTOR _____ of POLOKWANE SAPS or WESTENBURG SAPS
BLOCK _____
GENERAL / ANNUAL COMMUNITY MEETING

DATE:
TIME:
PLACE:

- 1. OPENING AND WELCOMING**
- 2. ROLL-CALL AND APOLOGIES**
- 3. JOYS AND SORROWS**
- 4. PREVIOUS MINUTES**
- 5. MATTERS ARISING FROM PREVIOUS MINUTES**
 - 5.1 XXXXX
 - 5.2 XXXXX
- 6. STANDING MATTERS**
 - 6.1 Crime statistics
 - 6.2 Feedback and remarks from Sector Commander
 - 6.3 Finance
 - 6.4 Patrols and operations
 - 6.5 Radio communication
 - 6.6 Fire Prevention (applicable to plots and farms)
 - 6.7 Ward representative feedback on Letters for Attention
- 7. NEW MATTERS**
 - 7.1 XXXXX
 - 7.2 XXXXX
- 8. NEXT MEETING**
XXXXX
- 9. CLOSURE**

Document to be adapted to suit requirements
You may choose to use your own logo