

Woodhurst Parish Council

To all members of the council:

You are hereby summoned to attend the AGM of Woodhurst Parish Council to be held in the Village Hall, St John's Close, Woodhurst on **Wednesday 20th May 2015 at 7.30pm** for the purpose of transacting the following business:

AGENDA

1. Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office
2. Election of Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office
3. Election of Councillors to Other Duties
4. Councillor's to sign their "Acceptance of Office Return" & "Financial Declaration"
5. Apologies and reasons for Absence
6. Members declaration of Interest for items on the Agenda

The meeting will close for the members of the public to raise questions about and comment on items on the agenda. Time allowed 10 minutes.

7. Minutes - to approve the minutes of the meeting held on 10th March 2015
8. To approve and adopt the Standing Orders
9. To approve and adopt the Financial regulations
10. To review the Council asset register
11. To review the Council Policies:
 - Code of conduct
 - Complaints procedure
 - Data Protection
 - Freedom of Information
 - Health and Safety
 - Management of records
12. Wyton Development - meeting update
 - Curtin & Co speaker
13. To review any correspondence received
14. Clerk – new appointment
15. Conservation Area – resident enquiry
16. Finance
 - To sign and approve the Annual Return for year ended 31st March 2015
 - To sign any cheques for payment & second-initial Chq 100950
 - To approve Clerk's salary and acknowledge tax position
 - To re-appoint Charles Paull as internal auditor
17. Calendar of Meetings for Year 2015/2016
18. Items to discuss arising from the Annual Parish meeting
19. To discuss Street Lights and update on refurbishment programme
20. To raise any items for next meeting

Date of this notice: 13 May 2015

Clerk – Mrs Amanda Augstein, Silver Birches, South Street, Woodhurst
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