


3rd May 2017

To all Members of the Parish Council

You are hereby summoned to attend the **Annual Meeting of the Parish Council** on Tuesday 9th May 2017 at 7.30 pm in the Village Hall, Cottered, for the purpose of transacting the following business.

Councillors are reminded that a **Parish Council Meeting** follows at 7.45pm



Denise Anderson
Clerk to the Council

AGENDA

1. Apologies for absence

2. Election of Chairman 2017-2018

3. Chairman to sign the Declaration of Office as Chairman

4. Election of Vice Chairman 2017-2018

5. Vice Chairman to sign the Declaration of Office as Vice Chairman

6. To agree annual reviews ((adopted May 2015 and last reviewed May 2016)
 - 6.1. Standing Orders
 - 6.2. Code of Conduct
 - 6.3. Financial Regulations
 - 6.4. Risk Assessment
 - 6.5. Register of Assets
 - 6.6. Complaints Procedure

7. Close of Annual Meeting of the Parish Council

Members of the public are warmly welcomed but are reminded that, unless invited to do so by the Chairman, they are only permitted to speak during the public sessions.