

# **GREAT BEDWYN PARISH COUNCIL**

## **Notice of Annual meeting of the Parish Council**

**NOTICE IS HEREBY GIVEN that The Annual Meeting of Great Bedwyn Parish Council will be held on Thursday 23<sup>rd</sup> May 2024 in the Memorial Hall, Frog Lane, Gt. Bedwyn commencing at 7.00pm**

Clair Wilkinson, Clerk to the Great Bedwyn Parish Council, 14 May 2023, clerk@greatbedwyn-pc.gov.uk

### **AGENDA – Annual Meeting of the Parish Council**

1. Election of Chairperson for ensuing year 2024/25.
2. Election of Vice-chairperson for the ensuing year 2024/25. (Optional - not required by law)
3. Chairman and Vice Chairman to sign the Declaration of Acceptance of Office.
4. Apologies for absence and vote on approval of apologies.
5. Declarations of Interest - To receive declarations of any pecuniary or non-pecuniary interests in respect of any item contained in this Agenda.
6. To approve the minutes from the 11 May 23 Annual meeting.
7. To confirm appointed members to stand on the Planning Committee. Cllrs Sims, Cooper, White, Sanday. Further Cllrs to be appointed as required.
8. To confirm appointed members to stand on the Safety Committee. Cllrs Sims, Sanday, Sheerin and White. Further Cllrs to be appointed as required.
9. Approval of appointment Councillor Responsibilities – (Amendments and additions as required)
  - a. Allotments – Cllr White.
  - b. Playground – Cllr Nicholson
  - c. Village Hall Representative - Cllr Nicholson
  - d. Finance/budget - Cllrs Sheerin and D Cooper
  - e. Staffing - Cllrs Sims and Shill
  - f. Village Maintenance – Cllrs Nicholson and Sims
  - g. Green agenda – Cllrs White and Sims
  - h. Public Communications (inc. events)– Cllrs White, Sanday and Shill
10. Approval of existing signatories for bank accounts. Cllrs Sheerin, White, D Cooper and Sims.
11. To approve and adopt the Standing Orders.
12. To approve and adopt the Financial Regulations.
13. To approve and adopt the Code of Conduct
14. To approve any annual risk assessments carried out by this date.
15. To approve the asset register ending 31.3.24