

# 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 8<sup>th</sup> May 2025 in the Memorial Hall, Frog Lane, Gt. Bedwyn commencing at 7.00pm

Clair Wilkinson, Clerk to the Great Bedwyn Parish Council, 29.04.2025, clerk@greatbedwyn-pc.gov.uk

### AGENDA – Annual Meeting of the Parish Council

1. Election of Chairperson for ensuing year 2025/26.
2. Election of Vice-chairperson for the ensuing year 2025/26. (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 23<sup>rd</sup> May 24 Annual meeting.
7. To confirm appointed members to stand on the Planning Committee. Cllrs D Cooper, H Cooper, Sheerin and White. Further Cllrs to be appointed as required.
8. To confirm appointed members to stand on the Safety Committee. Cllrs Sheerin, D Cooper and White. Further Cllrs to be appointed as required. **Cllr Thomson to be added?**
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 - Cllr Shill PLUS ONE OTHER
  - f. Village Maintenance – Cllrs Nicholson PLUS ONE OTHER
  - g. Green agenda – Cllrs White. **Cllr Thomson to be added?**
  - h. Public Communications (inc. events)– Cllrs White and Shill
10. Approval of existing signatories for bank accounts. Cllrs Sheerin, White, D Cooper and Shill. Plus the Clerk, Clair Wilkinson and RFO Nina Hempstock as emergency options.
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 31.3.2025