**AGENDA**

**Holcombe Burnell Parish Council**

Monday 14th May 2018 at 7.00pm - Longdown Village Hall

**Parish Council Annual Meeting 2018**

1. **To confirm the minutes of the Annual Parish Meeting 2017 –** completed June 2017
2. **The Chairman's report -** to receive the annual report from the Chairman Bob Shipley
3. **Matters raised by members of the public -** Members of the public are welcome to address the council on any matters with regard to the parish

**Parish Council AGM 2018**

1. **Acceptance of Office – prepared in Election year 2015**
	1. **Declaration**
	2. **Register of Members' Interests**
	3. **Code of Conduct -** to remind Councillors:
	4. Do they have any declarations of interest
	5. To ask if there have been any changes to members register of interest
	6. To remind Councillors of the Code of Conduct
2. **Election of the Chairman -** The Clerk invites nominations for the role of Chairman
3. **Election of the Vice Chairman -** The Chairman invites nominations for the role of ViceChairman
4. **Election of Planning Committee, Footpath Warden[s] and Village Hall Committee Representative & Finance Committee**
5. Planning Sub Committee: To be drawn as and when necessary from any of the Councillors for the purpose of site visits and meetings with TDC, etc. It should be agreed that a minimum of three Councillors must be present and should there not be three unanimous agreements, the planning matter would be brought back to the Council for discussion
6. Footpath Warden[s]: Nominee to be proposed and seconded
7. Village Hall Committee Representative: Nominee to be proposed and seconded
8. Finance Committee: To be drawn as and when necessary it should be agreed that a minimum of three Councillors must be present one of which must be the either the Chairman or Vice Chairman
9. **Minutes** **of the previous AGM held** - For consideration and if agreed for the Chairman to sign as a true and correct record
10. **Review of Standing Orders inc Financial Regulations and Procedures**
11. **Review of Land and Asset Register**

Prepared and signed by D Radford-Lewis 09/05/2018

Clerk to the council