



Spaldington Parish Council



.....at the heart of the Community, for the benefit of the Community.....

08 May 2023

Reference: 2/2024 ANNUAL

Dear Councillors,

I hereby give notice of summons to attend the Annual Meeting of the Parish Council that will be held on the following:

Wednesday 17th May 2023 to commence at 7.00pm.

The meeting will be held at **SALCO OFFICES** but the meeting will be a remote meeting hosted using the Zoom online software. The details of the Zoom connection are:

Online digital format contact by Zoom: Zoom Meeting details: 646 433 7457 ID - Passcode - **Parish**

<https://us02web.zoom.us/j/6464337457?pwd=YktQVmRiK0tHOWdEVDVpZzR1UEtIQ09>

For any apologies for attendance, please could you email me on spaldingtonpc@gmail.com.

With regards,

Mr S R Baxter JP MIFA ADPS ADIP
Clerk and Responsible Financial Officer
Spaldington Parish Council

AGENDA ITEMS FOR THE 2023 ANNUAL PARISH COUNCIL MEETING

1. **Welcome to all Councillors and any members of the public sitting in observation.** Chair will make people aware that the meeting is recorded kept for a minimum of 12 months
2. **Apologies for absence from any Councillors**
3. **Election of Chair Person** - nominations for the position of Chair of the Parish Council and vote
4. **Election of the Vice Chair Person** - nominations for the position of Vice Chair and vote
5. **Agreement to adopt the current standing orders and the policies of the Council** - but with a view to fully review the standing orders and policies later in the year
6. **Discussion and formation of any committees of the Council** (if any)
7. **Agreement to subscribe to any Advisory Bodies** - specifically ERNLLCA
8. **Agreement of the frequency of the meetings of the Council** - agreement of the meetings to be held on the first Monday of every month but with a Chair's discretion to amend as needed