



Spaldington Parish Council



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

07 April 2021

Reference: 4/2022 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 05th May 2021 to commence at 7.00pm.

Due to the current Covid-19 pandemic, this meeting will be a remote meeting hosted using the Zoom online software.

The details of the Zoom connection and access information is detailed on the Agenda attached to this.

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

With regards,

Mr S R Baxter JP MIFA ADPS ADIP

Clerk and Responsible Financial Officer

Spaldington Parish Council



The Councillors of the Spaldington Parish Council are hereby summoned to attend the Annual Meeting of the Parish Council at 7pm on Wednesday 05 May 2021 via the online digital format Zoom.

Zoom Meeting details: 646 433 7457 ID - Passcode – Parish

<https://us02web.zoom.us/j/6464337457?pwd=YktQVmRiK0tHOWdEVDVPzR1UEtIQ09>

Members of public are welcome to attend via zoom using the above access. Should members of the public wish to raise a question before the meeting, please will they contact the Clerk at spaldingtonpc@gmail.com

AGENDA ITEMS FOR DISCUSSION AND DECISION FOR THE ANNUAL PARISH COUNCIL MEETING

1. **Welcome to all Councillors and any members of the public sitting in observation.** The Chair will make people aware that the meeting is recorded and the recordings are kept for a minimum of 12 months
 2. **Apologies for absence from any Councillors**
 3. **Minutes from Annual Meeting in 2020** – confirmation that as no meeting was held due to Covid-19 restrictions as thus there are no minutes
 4. **Minutes for the Annual Meeting on the 07 May 2019** – vote to agree that minutes are accurate
 5. **Election of Chair Person** – nominations for the position of Chair of the Parish Council and vote
 6. **Election of the Vice Chair Person** – nominations for the position of Vice Chair and vote
 7. **Agreement to adopt the current standing orders and the policies of the Council**
 8. **Discussion and formation of any committees of the Council** (if any)
 9. **Agreement to subscribe to any Advisory Bodies** – specifically ERNLLCA
 10. **Agreement of the frequency of the meetings of the Council** - agreement of the meetings to be held on the first Monday of every month
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