West Itchenor Parish Council

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To: Members of West Itchenor Parish Council

You are hereby summoned to attend the Annual Meeting of West Itchenor Parish Council to be held on Monday 13 May 2013 at 7.00 pm in Itchenor Memorial Hall to transact the following business.

Members of the public and press have aright to attend and are warmly welcomed.

AGENDA

1. To elect a Chairman.
2. Chairman's welcome.
3. Questions/comments from members of the public.
   (This item will be limited to a maximum of 10 minutes)
4. To accept apologies for absence.
5. To receive confirmation of changes or otherwise to Councillors, Register of Members Interests.
6. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
7. To elect a Vice Chairman.
8. To confirm the appointment of the Responsible Financial Officer.
9. To appoint Standing and Statutory Committees.
10. To appoint Parish Council representatives to various outside organisations
11. To appoint a representative to oversee the Parish Council Accounts.
12. To appoint new signatories to the bank accounts.
13. To confirm the use of Standing Orders, Financial Regulations and other adopted Policies
14. To confirm and sign the Minutes of the Council meeting held on 4 March 2013
15. To note any Matters Arising from the minutes of 4 March 2013
16. To confirm and sign the Minutes of the extraordinary Meeting on 23 April 2013.
17. To receive reports from Members and consider any recommendations presented.
    - Meetings of Local Government Associations, AiRS/SALC, National/sub regional developments, SERCAF, Manhood issues and Birdham School – Cllr Chater
    - Planning – Cllr Taylor
18. To approve the Accounts for the Year Ended 31 March 2013 and complete the Annual Return.
19. To consider an application for funding under 'Operation Watershed'.
20. Clerks Report: To receive a report from the Clerk and act upon correspondence received.
21. Finance.
    To approve the Schedule of Payments and Receipts
    To approve the Statement of Accounts
22. Items for referral to the next Council Meeting.

C A Smith
Signed_____ Date_____2 May 2013_____
Clerk to the Council

By resolution the Parish Council may decided to exclude the Press and Public from any part of the meeting [1]

[1] Public bodies (Admission to Meetings) Act 1960