

WITTON GILBERT PARISH COUNCIL

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12 Lambton St.
Langley Park
DH7 9YR
12th May 2021

PUBLIC NOTICE

The **Annual Meeting of the Parish** will be held on **Wednesday 19th May 2021 at 6.30 p.m.** and will be followed at **6.35 pm** by the **Annual General Meeting of the Parish Council**. These meetings will be held in the main hall of Witton Gilbert Community Centre and the business to be transacted at both meetings is set out below.

The meetings will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approx. 15 minutes in total and shall be at the Chairman's discretion.

Agenda Annual Parish Meeting: -

1. Minutes of previous meeting.
2. Matters arising from those minutes.

Agenda Annual General Meeting: -

1. Appointment of Chairman and signing of Declaration of Acceptance of Office
2. Apologies for absence
3. Vacancy for Councillors. To co-opt to the Council 4 persons as Councillors of Witton Gilbert Parish Council. Lynne Hope, Claire Simmons, Phillip Martin Wymer, Lisa Watts
4. Appointments.
 - a. Vice Chairman
 - b. Personal Committee (5)
 - c. Personal Appeals Committee (4)
 - d. Complaints Committee (5)
 - e. Allotments Committee (4)
 - f. Delegate to Village Hall
 - g. Delegate to Association of Councillors
 - h. Neighbourhood Plan Monitoring Committee (3)
 - i. Internal Auditor
 - j. Data Protection Officer
 - k. Responsible Finance Officer.
5. Date and time of meetings.
6. Allotment rents.
7. Report of Internal Auditor
8. Annual Governance Statement & Annual Accounts and report of Internal Auditor 2020 – 2021.
9. Declaration of interests.
10. Questions and comments from the electors of the parish.
11. Minutes of Parish Council meeting held 12th April 2021.
12. Matters arising from those minutes. (For information only)
13. Correspondence.
 - a) Email from Daniel McGill of 68 Rose Lea, Witton Gilbert requesting to be placed on the waiting list for an allotment
 - b) Email from Nicola Barton of 21 Rose Lea, Witton Gilbert requesting to be placed on the waiting list for an allotment.
 - c) Email from Rebecca Allan of 24 Rose Lea Witton Gilbert requesting to be placed on the waiting list for an allotment
 - d) Email from Marie Meheust who is moving to Witton Gilbert and is requesting to be placed on the waiting list for an allotment.
 - e) Email from Lyndsey Ramm requesting to increase the size of her recently approved polytunnel to 8x15 feet.

- f) Application for Financial Assistance – Witton Gilbert Playgroup
- 14 Accounts for payment.
 - 15 Witton Gilbert Planting Scheme
 - 16 Improved Broadband Access
 17. Reports.
 18. Latest report on purchase of Sacriston Lane Allotments
 19. Neighbourhood Plan Monitoring Committee
 20. Notice of motion.

Yours sincerely



David C. Rider
Clerk to the Council

Residents of the village are welcome to attend meetings of the Parish Council. They may speak on any agenda item at the discretion of the chairman but may not vote