

WITTON GILBERT PARISH COUNCIL

DC Rider
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12 Lambton St.
Langley Park
DH7 9YR
3rd May 2022

PUBLIC NOTICE

The **Annual Meeting of the Parish** will be held on **Monday 9th May 2022 at 6 p.m.** and will be followed directly after by the **Annual General Meeting of the Parish Council**. These meetings will be held at 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. Appointments.
 - a. Vice Chairman
 - b. Personnel Committee (5)
 - c. Personnel 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. Events Committee (5)
 - j. Internal Auditor
 - k. Data Protection Officer
 - l. 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 2021 – 2022.
9. Declaration of interests.
10. Questions and comments from the electors of the parish.
11. Reports.
12. Minutes of Parish Council meeting held 11th April 2022.
13. Matters arising from those minutes. **(For information only)**
14. Correspondence.
 - a) Email from Alison Copeland requesting to erect a shed of 8x6 feet on her allotment
 - b) Email from Mathew Jenkins requesting to erect a polytunnel of no more than 4x2 metres on his allotment.
 - c) Email from Nicola Barton requesting to erect a shed of 6x4 feet on her allotment.
15. Accounts for payment.
16. Parish Funday 2022.
17. Adoption of NALC Model Standing Orders 2018.
18. Neighbourhood Plan Monitoring Committee.

Yours sincerely

A handwritten signature in black ink that reads "DC Rider". The letters are cursive and somewhat stylized.

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