

Clerk to the Council: Mrs Gaynor Crute

Easington Village Parish Council
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2nd May 2017

NOTICE IS HEREBY GIVEN OF THE ANNUAL GENERAL MEETING OF EASINGTON

VILLAGE PARISH COUNCIL to be held in the Milburn Room, Seaton Holme, Hall Walks,
Easington Village on **MONDAY 8th MAY 2017** at 6.30 pm

Gaynor M Crute
Clerk to the Council

AGENDA

- 1 **TO ELECT A CHAIRPERSON**
- 2 **TO RECEIVE THE CHAIRPERSON'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 3 **TO ELECT A VICE-CHAIRPERSON**
- 4 **TO RECEIVE THE REPORT OF THE CHAIRMAN OF THE PARISH COUNCIL FOR THE CIVIC YEAR 2016/17**
- 5 **TO REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS** – the Clerk advises there are no alterations necessary to the Standing Orders or Financial Regulations. (Copies will be circulated at the meeting)
- 6 **TO REVIEW THE FOLLOWING COUNCIL POLICIES** (Copies will be circulated at the meeting)
 - a) Code of Conduct
 - b) Corporate Risk Management
 - c) Complaints Procedure
 - d) Publication Scheme (Freedom of Information)
 - e) Health and Safety Policy
 - f) Fire Risk Assessment

The Clerk advises that the she has reviewed the above policies, the only amendment were to the Publication Scheme were information is now available via the website.

- 7 **TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES**
 - a) Easington Area Action Partnership (5 Members plus the Clerk)

- b) Easington Area Association of Parish and Town Councils (3 Members plus the Clerk)
- c) Small and Medium Council's Forum (1 Member plus the Clerk)
- d) Easington Village Allotment Association (1 Member)

8 **TO APPOINT PERSONS TO PARISH COUNCIL COMMITTEES AND SUB-COMMITTEES**

- a) Cemetery and Grounds Sub- Committee (5 Members)
- b) Staffing Committee (5 Members)

9 **TO CONSIDER THE PAYMENT OF ANNUAL SUBSCRIPTIONS** (Enclosed)

10 **TO APPOINT CHEQUE SIGNATORIES**

11 **TO APPOINT KEYHOLDERS**

- a) Seaton Holme
- b) Cemetery

12 **TO AGREE MEETING DATES FOR 2017/18** (Enclosed)

TO: All Members of Easington Village Parish Council

ANNUAL SUBSCRIPTIONS

County Durham Association of Local Councils
Society of Local Council Clerks
National Association of Local Councils