

Clerk to the Council: Mrs Gaynor Crute

Easington Village Parish Council
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8th May 2018

**NOTICE IS HEREBY GIVEN THAT THE THE ANNUAL GENERAL MEETING OF
EASINGTON VILLAGE PARISH COUNCIL** to be held in the Milburn Room, Seaton Holme,
Hall Walks, Easington Village on **MONDAY 14th MAY 2018** 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 2017/18**
- 5 **TO NOTE THE MINUTES OF THE ANNUAL GENERAL MEETING** held on 8th May 2017, for information only (Enclosed)
- 6 **TO APPOINT PERSONS TO PARISH COUNCIL COMMITTEES AND SUB-COMMITTEES**
 - a) Cemetery and Grounds Sub-Committee (5 Members)
 - b) Staffing Committee (5 Members)
 - c) Appeals Committee (4 Members)
- 7 **TO ADOPT NEW STANDING ORDERS (Enclosed) AND REVIEW FINANCIAL REGULATIONS** – The Clerk advises she has reviewed the financial regulations and there are no amendments
- 8 **TO REVIEW THE FOLLOWING COUNCIL POLICIES**
 - a) Code of Conduct
 - b) Complaints Procedure
 - c) Publication Scheme (Freedom of Information)

- d) Health and Safety Policy
- e) Fire Risk Assessment

The Clerk advises that she has reviewed the above policies and there are no amendments.

9 **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)

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

11 **TO APPOINT CHEQUE SIGNATORIES**

12 **TO APPOINT KEYHOLDERS**

- a) Seaton Holme
- b) Cemetery

13 **TO AGREE MEETING DATES FOR 2018/19** (Enclosed)

TO: All Members of Easington Village Parish Council