

**Clerk to the Council: Mrs Gaynor Crute**

Easington Village Parish Council  
Seaton Holme  
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*10<sup>th</sup> May 2021*

**NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF  
EASINGTON VILLAGE PARISH COUNCIL** to be held in the Liddell Room, Seaton Holme,  
Hall Walks, Easington Village on **MONDAY 17<sup>th</sup> MAY 2021** at 6.15pm

**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 2020/21**
- 5 **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)
- 6 **TO REVIEW STANDING ORDERS AND REVIEW FINANCIAL REGULATIONS –**  
The Clerk advises she has reviewed the standing orders and financial regulations and there was one amendment to the standing orders to remove the inclusion last to allow for virtual meetings.

**7 TO REVIEW THE FOLLOWING COUNCIL POLICIES**

- a) Annual Leave Procedure
- b) Social Media Acceptable Use Policy – to approve

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

**8 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)

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

**10 TO APPOINT CHEQUE SIGNATORIES**

**11 TO APPOINT KEYHOLDERS**

- a) Seaton Holme
- b) Cemetery

**13 TO AGREE MEETING DATES FOR 2021/22 (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