

St Peter the Great County Parish Council

You are hereby invited to attend the Annual Parish Meeting, and the Annual Meeting of the Parish Council, to be held on **Monday 18th May 2009** at **7.00pm** in the Village Hall, St Peter's.

Annual Parish Meeting Agenda

- (1) **Apologies for Absence/Declaration of Interests;**
- (2) **Minutes of Last Parish Meeting.** Minutes dated 19th May 2008
- (3) **Annual Reports;** The Chairman will present an Annual Report on behalf of the Parish Council. A report will be invited from the County Councillor and City Councillors. The Chairman will then introduce guest speakers.
- (4) **Public Open Forum.** The Chairman will introduce guest speakers.

Annual Meeting of the Parish Council Following On.

- (1) **Election of Chairman.** To receive nominations and elect a Chairman. The duly elected Chairman will immediately take the Chair and may serve for one year.
- (2) **Apologies for Absence;** Apologies to be accepted by Council
- (3) **Declarations of Interest;** Declarations in respect of any agenda item (In addition to the obligatory written declarations already made to the Monitoring Officer)
- (4) **Confirmation of Minutes;** To adopt the Minutes of the meeting of the Parish Council held on Monday 27th April 2009.
- (5) **Election of Vice Chairman.**
Receive nominations and elect a Vice Chairman to serve for one year.
- (6) **Accounts and Finance;** To approve payment of accounts displayed and to deal with any other urgent financial matter.
To receive and approve the annual accounts prior to submission to District Audit.
- (7) **Planning Matters;** The Chairman will present any consultation received together with any other planning matters requiring attention.
- (8) **Administration and Information;**
The Clerk will present all relevant information, including any urgent matter.
To set dates of any working party meetings to deal with outstanding issues.
- (9) **Confirm date of next Parish Council meeting as Monday 29th June 2009**

Signed...R.O. Jenkins...Clerk to the Council Date...11th May 2009