

St Peter the Great County Parish Council

Councillors are hereby summonsed to attend the **Annual Parish Meeting and the Annual Meeting of the Parish Council on Monday 28th May 2012 in the Village Hall, St Peters at 7.00pm.** The business to be transacted is set out in the Agendas below. Members of the public are cordially invited to attend both meetings and to **participate** in the **Annual Parish Meeting.**

Agenda for the 2012 Annual Parish Meeting at 7.00pm

- (1) **Apologies for Absence & Declaration of Interests:**
Parish Councillors will be required to declare any interests they have.
- (2) **Minutes of the Parish Meeting 2011:** To agree the Minutes of the Annual Parish Meeting of 23 May 2011, which will be read.
- (3) **Annual Reports:** The Chairman will present a brief Annual Report on behalf of the Parish Council and will invite a report from nominated speakers.
- (4) **Public Open Forum:** All attending may participate in the exchange of information, raise questions, and register any concerns via the Chairman.

Annual Meeting of the Parish Council Following On.

- (1) **Election of Chairman:** Receive nominations and elect a Chairman. The duly elected Chairman will immediately take the Chair, complete the obligatory declaration, and serve for one year.
- (2) **Apologies for Absence & Declarations of Interest:** (In addition to any written declarations already made).
- (3) **Confirmation of Minutes:**
To adopt the Minutes of the meeting of the Parish Council held on Monday 30th April 2012
- (4) **Election of Vice Chairman and Agree Councillor's Portfolios:**
Receive nominations and elect a Vice Chairman to serve for one year. In respect of the allocation of Member's Portfolios/Responsibilities, Members may wish to agree that the allocation be deferred to a later date if time is short.
- (5) **Accounts and Finance:**
To approve payment of accounts presented.
To confirm any new banking arrangements.
To confirm renewal of the 2012/2013 insurance policy.
- (6) **Planning Matters:** The Chairman will present any consultation received, together with any other planning matters requiring attention.
- (7) **Administration and Information:** The Clerk will present all relevant information. Any urgent matter may be addressed at this point.
- (8) **Confirm date of next meeting as Monday 25th June 2012:**

Signed... *R. O. Jenkins*.....Clerk to the Council Date 4th May 2011...
Careys Brook House, 53 Upton Road, Callow End, Worcester WR2 4TZ