

# The Charltons Parish Council

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## Notice of Annual Parish Council Meeting

To be held on Tuesday 16<sup>th</sup> May 2023 in the Reading Room, Hillway, Charlton Mackrell,  
Following the Annual Parish Meeting, commencing at 7.00pm and  
to be followed by the Ordinary Parish Council Meeting

All Council Meetings are Open to Members of the Public and Press  
(Public Bodies [Admission to Meetings] Act 1960)

Dear Councillors

You are summoned to the following Annual Parish Council (PC) meeting on Tuesday 16<sup>th</sup> May 2023 at 7.00 pm.

*RCarter*

Clerk to The Charltons Parish Council

Agenda issued on 11<sup>th</sup> May 2023

## AGENDA

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety, Bullying & Harassment and Human Rights.

**23/32.** Election of the Chairman of the Council and receive his/her Declaration of Acceptance of office.

**23/33.** Election of the Vice Chairman of the Council and receive his/her Declaration of Acceptance of office.

**23/34.** Apologies for absence.

**23/35.** Parish Council Vacancy.

To consider applications received and conduct vote to fill casual vacancy on the Parish Council by co-option.

**23/36.** Election of Officers, Statutory and Standing Committees (if any), Working Groups (WG) and allocation of Parish Responsibilities to individual Councillors:

- a. Highways/Speeding
- b. Footpaths
- c. Archdeacon Brymer Trust
- d. Youth Services
- e. Memorial Playing Field and community Hall
- f. Environmental
- g. Personnel Committee
- h. Community Plan WG
- i. Conservation Area WG
- j. Flood Relief Measures WG
- k. Bank Signatories
- l. Community Infrastructure Levies (CIL) WG
- m. Website
- n. Internal Auditor

**23/37.** To Review The Charltons Parish Council Risk Assessment.

**23/38.** To Review The Charltons Assets Register.

To be followed by the Ordinary Parish Council meeting.