



WEST WINCH PARISH COUNCIL

28 Oak Avenue, West Winch, King's Lynn PE33 0QJ

Email: clerk.westwinchpc@gmail.com

TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to attend the Annual Council Meeting of the West Winch Parish Council to be held at the Village Hall, William Burt Centre on **TUESDAY 21ST MAY 2019** at **approximately 7.30pm** for the purpose of transacting the following business.

Sarah Watts – Clerk/RFO

AGENDA

1. Election of Chairman
 2. Signing of the Acceptance of Office
 3. To Accept Apologies for Absence
 4. Election of Vice Chairman
 5. Co-option of Residents to vacant Councillor Seats
 6. Signing of the Acceptance of Office of Vice-Chairman and Residents co-opted
 7. To Confirm the Minutes of the last Annual General Meeting held on 17th May 2018
 8. To Report Matters Arising
 9. To adopt new model standing orders
 10. To adopt new Financial Regulations.
 11. To discuss new signatory for bank mandate.
 12. To Discuss the current Terms of Reference for the 6 Working Groups (see below) and any changes required.
 13. To Appoint four Councillors (including a Chair) onto each of the following Parish Council Working Groups:
 - a) Planning Working Group
 - b) Finance Working Group
 - c) Street Lighting Working Group
 - d) Playing Fields and Maintenance Working Group
 - e) Consultation Working Group
 - f) Health and Wellbeing Working Group
 14. To Discuss the Appointment of Parish Council Representatives onto the following groups
 - a) Hall Management Committee
 - b) Internal Drainage Board
 14. To Discuss the Annual Financial Report
 15. Close
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