SWANLAND PARISH COUNCIL

**THE ANNUAL MEETING OF SWANLAND PARISH COUNCIL**

**will be held at Swanland Village Hall**

**following the Annual Parish Meeting on Wednesday 7th May following the Annual meeting of the Parish of Swanland.**

You are hereby summoned to attend the above meeting for the purpose of transacting the following business. Members of the public are welcome to attend.

 ***Michelle Hopton*** Parish Clerk & RFO ……………………………………………………………………………. Tuesday 29th April 2025

 **This being the Annual Meeting of the Swanland Parish Council the first item is the election of chairman for the ensuing year**.

**AGENDA**

|  |  |
| --- | --- |
| **1.** | **Present:**  |
| **2.** | **Apologies for absence:**  |
| **3.** | **To approve the minutes of the Annual meeting of Swanland Parish Council held on 7th May 2024:** |
| **4.** | **Chairman:** To elect Chairman for the forthcoming year and to receive Declaration of Acceptance of Office. Proposed: Seconded:  |
| **5.** | **Vice Chairman:** To elect Vice Chairman. Proposed: Seconded:  |
| **6.** | **To appoint Councillors in areas of council business and liaison with external bodies:** |
|  | **Human resources group:**   |
|  | **ERNCLLA:**  |
|  | **Allotments:**  |
|  | **Village Pond:**  |
|  | **Newsletter:**   |
|  | **Playing Fields Association:**  |
|  | **Village Hall:** **Community Forum:** |
| **7.** | **Signatories for cheques/on line banking** |
| **8.** | **To Appoint the Internal Auditor.** |
| **9.** | **To review and approve Standing Orders and Financial Regulations.** Amendments made as per ERNLLCA for standing orders 14 and 18. No amendments for Financial Regulations. |
| **10.** | **To set and agree the dates for ordinary parish council meetings for 2025/2026.** |
| **11.**  | **To confirm all councillors have reviewed their register of interest.** |