

# East Halton Parish Council

Clerk to the Council: Mrs. M. Hoggard, Mayflower Cottage, 6 West Street,  
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Date: Monday, 02 May 2022

Dear Councillor,

You are summoned to attend the Annual Council Meeting of East Halton Parish Council which will be held immediately following the Annual Meeting of the Parish commencing at 7.00pm on Friday, 6<sup>th</sup> May 2022. Members of the press and public are welcome to attend, please contact the Clerk for details.

*M. Hoggard*  
(Clerk)

## Agenda

1. To resolve the election of the Chair and receive the Chairman's Declaration of Acceptance of Office.
2. To resolve the election of the Vice-Chair.
3. To receive apologies.
4. To appoint Committee representatives and approve any terms of reference.
  - a) Personnel Committee.
  - b) NATs Representative.
  - c) Cemetery Working Party.
  - d) To resolve the requirement for any other Committees or Working Parties.
5. To approve the minutes of the Annual Council Meeting held on 5th May 2021.
6. To resolve any changes to the bank mandate.
7. To receive the unaudited accounting statements for the year 2021/22.
8. To confirm the appointment of the Internal Auditor.
9. To review Financial regulations/Standing Orders/Cemetery Regulations.