

## **EAST CHALLOW PARISH COUNCIL**

You are hereby summoned to attend the Annual meeting of East Challow Parish Council  
On May 2021 at 7.30pm at the Village Hall

The monthly meeting of East Challow Parish Council will follow on from the Annual Meeting  
JOINING DETAILS ARE AVAILABLE FROM THE CLERK TO EAST CHALLOW PARISH COUNCIL  
[eastchallowpc@gmail.com](mailto:eastchallowpc@gmail.com)

### **AGENDA**

1. Election of Chairman
2. Election of Vice Chairman
3. Chairman to complete Declarations of Acceptance of Office
4. Review of Declaration of members interests
5. Appointment of working groups:
  - a. Planning group
  - b. Finance group
6. Review of Bank Account Signatories
7. Annual Reviews:
  - a. Review of Asset Register
  - b. Review of Risk Register
  - c. Review of Insurance Policy
  - d. Review of Grants Policy
  - e. Review of Complaints Procedure
  - f. Review of Standing Orders
  - g. Review of Finance regulations
8. Council meeting dates for next 12 months
9. Date of Next Annual Meeting of the parish council