

# Annual Tiffield Parish Council Meeting

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**From: Mr Andy Tennet, Clerk to Tiffield Parish Council to all Parish Councillors:**

You are hereby summoned to the Annual Tiffield Parish Council Meeting at the place, date and time shown below when the under-mentioned business will be transacted. Please note, this is a public meeting which may be filmed, recorded or published.

Copies of all council papers are available at [www.tiffieldparishcouncil.org.uk](http://www.tiffieldparishcouncil.org.uk)

## AGENDA

For the meeting to be held in the Reading Room on

**Mon 20/05/2019 at 7.30pm**

1905.01	To elect a Chairperson for 2019/20
1905.02	To receive the Chair's declaration of acceptance of office
1905.03	Apologies for absence – to accept apologies for absence from any Councillors not in attendance
1905.04	To allocate responsibilities to Councillors and to appoint working groups
1905.05	To appoint Parish Council representatives;  1) Neighbourhood Watch 2) Claydons Field Warden 3) Footpath wardens 4) Pocket Park warden
1905.06	To update Councillors' Register of Interests
1905.07	Internal Audit
1905.08	Review dates for:  1) Standing Orders 2) Risk Register 3) Register of Fixed Assets 4) Financial Regulations

[1] Members should disclose any interests in the business to be discussed and are reminded that any disclosure of a Disclosable Pecuniary Interest will be require that the member withdraws from the meeting room that item of business is transacted.

[2] Any member of the public who is present is invited to address the council. This session will last a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairperson of the meeting).

**Dates of scheduled Parish Council Meetings 2019:**

**Jan 14<sup>th</sup>. Feb 11<sup>th</sup>. Mar 8<sup>th</sup>. Apr 13<sup>th</sup>. May 10<sup>th</sup>. Jun 8<sup>th</sup>. Jul 9<sup>th</sup>. Sep 14<sup>th</sup>. Oct 11<sup>th</sup>. Nov 11<sup>th</sup>.**

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	5) Other Policies and Procedures
1905.09	To confirm proposed dates of meetings for the year to 31 March 2020 as the second Monday of each month except August and December

*A W Tennet*

Mr A Tennet, Clerk to Tiffield Parish Council. 13/05/2019

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