

# BEARLEY PARISH COUNCIL

Clerk to the Council: Nicola Everall, Grove Cottage West, Church Road, Honiley, CV8 1TJ  
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To All Members of the Council  
8 May 2018

You are hereby summoned to attend the **Annual Meeting** of Bearley Parish Council to be held in Bearley Village Hall Meeting Room, Snitterfield Road, Bearley, CV37 0SB on **Monday 14 May 2018 at 7.00pm**, for the purpose of transacting the following business.

Members of the Press and Public are invited to attend the meeting and are welcome to address the Parish Council on any matters they wish to raise during the public forum.

Signed:



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Nicola Everall  
Clerk and Responsible Financial Officer

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## Agenda

- 1. Chairman's notice regarding the recording and filming of the meeting**
- 2. To elect a Chairman of the Council**
- 3. Record of members present**
- 4. Apologies and acceptance of reasons for absence**
- 5. Declaration of Interest (existence and nature) on Items on the Agenda**  
Members are responsible for determining whether they have an interest in any item on the agenda and should disclose it as soon as possible after the start of the meeting
- 6. Public Forum (subject to a time limit of 15 minutes)**  
Members of the public may raise any questions during the public forum.
- 7. To receive the Chairman's Declaration of Acceptance of Office**
- 8. To elect a Vice Chairman of the Council**
- 9. To agree dates for Council Meetings for the forthcoming year – as attached**
- 10. To review Council Committees / Working Parties, including Delegation of Functions to Committees, and appoint Members as applicable**

*(Note: there is no obligation to appoint any Committees; Bearley Parish Council currently has no Sub-Committees or Working Parties)*

- 11. To appoint Representatives to Sit on Outside Bodies**
- 12. To review Cheque Signatories and sign appropriate Bank Mandate if there are any changes**
- 13. To review The Council's Asset Register**
- 14. To agree the Parish Council Action Plan 2018/2019**