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To all members of the Council:

You are hereby summoned to attend the **Annual Meeting of the Council** to be held on **Tuesday, 14th May 2024 commencing 7.00 pm** in Highgate Hall, Overend, Elton PE8 6RU
Members of the public and media representatives are welcome to attend.

Kerry Rew, Clerk


clerk@eltonparishcouncil.gov.uk

AGENDA

1. ELECTIONS AND DECLARATIONS OF OFFICE
 - I. Election of Chair for the year 2024/25
 - II. Election of Vice-Chair for the year 2024/25
 - III. Signing of Declarations of Acceptance of Office by Chair and Vice-Chair
2. TO NOTE ATTENDANCE AND APOLOGIES FOR ABSENCE
3. DECLARATIONS OF INTEREST
 - I. To receive declarations of interest in items on the agenda and to grant any written requests for dispensations for disclosable pecuniary interests.
4. TO CONFIRM MINUTES OF THE PREVIOUS ANNUAL MEETING OF THE COUNCIL 9TH MAY 2023
5. SCHEDULE OF COUNCIL MEETINGS
 - I. To confirm dates and venue of scheduled council meetings (as second Tuesday of every month except August, starting at 7:30 pm)
6. REGULATORY DOCUMENTS: To adopt or re-adopt:
 - I. Standing Orders
 - II. Financial Regulations
 - III. Code of Conduct/Civility & Respect Pledge
 - IV. Model Publication Scheme
 - V. Contact details for councillors
7. REVIEW OF ASSET REGISTER AND INSURANCE COVER
 - I. To note confirmation of asset register
 - II. To review insurance policy agreement and approve any amendments to cover for 1st July renewal
8. FINANCE:
 - I. To review the annual accounts and internal audit