You are hereby summoned to attend the annual meeting of the Birdingbury Parish Council convened by the Clerk, to be held in The Birbury, Main Street, Birdingbury on **Monday 15th May 2017** at 7.30pm

**Members of the Public and Press are welcome to attend**

**AGENDA**

1. **Election of Chair and Vice Chair**
2. **Record of members present, apologies and acceptance of reasons for absence**
3. **Declaration of Interest of Agenda Items**
4. **To receive Acceptance of Office from both Chair and Vice-Chair.**
5. **To approve the minutes of the meeting held on Tuesday 17th May 2016**
6. **Financial Arrangements**

* To receive a list of the Parish Council’s Assets
* To review Cheque signatories
* Review of leases

1. **To confirm dates of meetings and venue for meetings for the period June 2017 – May 2018**
2. **To agree representatives on any other bodies.**

**Signed**

**Jackie Chapman**

**Clerk to Birdingbury Parish Council**

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| --- | --- |
| **10th May 2017** |  |