

NOCTON PARISH COUNCIL

Clerk to the Parish: Mr S R Baxter JP MIFA ADPS ADIP Email: clerk@noctonparishcouncil.gov.uk Tel: 0781 444 3058

26 April 2021

Reference: 3/2022 ANNUAL

Dear Councillors,

I hereby give notice of summons to attend the Annual Meeting of the Parish Council that will be held on the following:

Tuesday 04th May 2021 to commence at 7.00pm.

Due to the current Covid-19 pandemic, this meeting will be a remote meeting hosted using the Zoom online software.

The details of the Zoom connection and access information is detailed on the Agenda attached to this.

Please could you email me at your earliest opportunity at clerk@noctonparishcouncil.gov.uk if you are unable to attend.

With regards,



Mr S R Baxter JP MIFA ADPS ADIP

Clerk and Responsible Financial Officer

Nocton Parish Council

NOCTON PARISH COUNCIL

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The Councillors of the Nocton Parish Council are hereby summoned to attend the Annual Meeting of the Parish Council at 7pm on Tuesday 04 May 2021 via the online digital format Zoom.

Zoom Meeting details: 491 401 5090 ID - Passcode – Parish

<https://us02web.zoom.us/j/4914015090?pwd=MFBKamdkcEIOTWpxSGRnU3ZSWnM4Zz09>

Members of public are welcome to attend via zoom using the above access. Should members of the public wish to raise a question before the meeting, please will they contact the Clerk at clerk@noctonparishcouncil.gov.uk

AGENDA ITEMS FOR DISCUSSION AND DECISION FOR THE ANNUAL PARISH COUNCIL MEETING

1. **Welcome to all Councillors and any members of the public sitting in observation.** The Chair will make people aware that the meeting is recorded and the recordings are kept for a minimum of 12 months
 2. **Apologies for absence from any Councillors**
 3. **Minutes from Annual Meeting in 2020** – confirmation that as no meeting was held due to Covid-19 restrictions as thus there are no minutes
 4. **Minutes for the Annual Meeting on the 11 August 2020** – just for note as already formally agreed on the 08 September 2020
 5. **Election of Chair Person** – nominations and vote for the position of Chair of the Council
 6. **Election of the Vice Chair Person** – nominations for the position of Vice Chair and vote
 7. **Agreement to adopt the current standing orders and the policies of the Council**
 8. **Discussion and formation of any committees of the Council including Chair of the Committee:**
 - Personnel Committee
 - Finance Committee
 9. **Discussion of appointment of Councillors have specific portfolios for Police and Planning**
 10. **Agreement to subscribe to any Advisory Bodies** – specifically LALC
 11. **Agreement of the frequency of the meetings of the Council** - agreement of the meetings to be held on the SECOND Tuesday of every month
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