



Coxheath Parish Council Agenda

To All Members of the Council, Press and Public

Members are hereby summoned, and notice is given that the **Annual Meeting of the Parish Council** will be held on **Friday 29th May 2020 at 2:30pm**

This meeting will be held remotely under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 in force to allow local authorities to conduct meetings remotely.

Anyone wishing to 'attend' needs to contact the Parish Clerk for information on how to join the meeting. clerk@coxheathparishcouncil.org.uk or

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman. The minute book will be closed

Main Meeting:

- 1. Election of a Chairman:**
 - 1.1 To Elect a Chairman:
 - 1.2 To receive the Chairman's Declaration of Acceptance of Office:
- 2. Election of a Vice-Chairman:**
- 3. Apologies and absences:**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
- 4. To Receive Declarations of Interest and Dispensations:**

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.
- 5. Allocation of Responsibilities: Committees and Working Groups**
- 6. Minutes of the Parish Council Meeting :**
 - To consider the minutes and if in order sign as a true record
 - 6.1 Minutes of Parish Council Meeting 25th February 2020
 - 6.2 Minutes of the remote Parish Council meeting 24th March 2020
- 7. Matters arising from the minutes:**
- 8. Finance:**
 - 8.1 To note receipts of Income:
 - 8.2 To note bank reconciliation:
- 9. Date of Next Meeting:** To be confirmed

Irene Bowie

I Bowie (Parish Clerk)

22nd May 2020

Email: clerk@coxheathparishcouncil.org.uk

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