

Shipton Parish Council

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PUBLIC NOTICE IS GIVEN FOR THE ANNUAL PARISH COUNCIL MEETING OF SHIPTON PARISH COUNCIL COMBINED WITH THE ANNUAL PARISH MEETING BEFOREHAND.

To Members of the Parish Council

You are summoned to attend a meeting of Shipton Parish Council to be held on **Tuesday 4th May 2021 at 7.30pm** for the transaction of the business stated below. This meeting is taking place via virtual means and will not be taking place in the Reading Room. Please note this will be the Annual Parish Meeting followed by the Annual Parish Council Meeting.

Signed: *Hazel McKinna* Acting Clerk to the Parish Council

Date: 27th April 2021

Shipton Parish Council will be conducting this meeting by virtual means in accordance with NALC guidelines. Members of the public are welcome to attend the meeting and are asked to contact the **Parish Clerk for login and password details no later than 12 noon on Tuesday 4th May 2021**. Residents of Shipton and Hampen are encouraged to attend this virtual meeting.

Members of the Press and Public are cordially invited to attend.

ANNUAL PARISH MEETING AGENDA

1	Welcome and Introductions
2	Apologies for Absence: To receive apologies for absence
3	Minutes of Previous Meeting: resolve to approve draft minutes of the previous Parish Meeting.
4	Annual Report of the Chairman of Shipton Parish Council
5	Reports from County and District Councillors
6	Local Community Reports to be received from: - Reading Room Committee - Coln Rivergroup - St Oswald's Church
7	Open Forum – Questions from the floor
8	Closing Comments From The Chairman

ANNUAL MEETING OF SHIPTON PARISH COUNCIL AGENDA

1	To elect the Chairman and to receive the Declaration of Acceptance of Office
2	To elect the Vice Chairman and receive the Declaration of Acceptance of Office
3	To confirm all Members, Register of Interests are current
4	Apologies
5	Declarations of Interests: To receive disclosures of personal, pecuniary, and prejudicial interests from Councillors on matters to be considered at the meeting.
6	Minutes of Previous Meetings: To resolve to approve the minutes of the previous meeting held in 2019.
7	Matters Arising from the Minutes
8	To appoint the Parish Clerk and RFO
9	To allocate Councillor Responsibilities <ul style="list-style-type: none">- Highways- Trees- Communications- PROW
10	To allocate non-Councillor Responsibilities <ul style="list-style-type: none">- Snow warden
11	To consider any necessary changes to current policies and council documents
12	To receive comments from the public (15 mins maximum with 3 minutes per person)
13	To receive an annual finance update
14	To note and consider any planning applications since the last meeting
15	Village Grass Cutting and Maintenance Report
16	To review relevant correspondence received since the last meeting
17	Date of next meeting – July/August 2021