

LEVERTON PARISH COUNCIL

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Dear Councillor

You are hereby summoned to attend the Annual Meeting of Leverton Parish Council which will be held on Monday 10th May 2021 at Leverton Church Hall, commencing at 7.30pm or at the end of the public forum. The business to be dealt with at the meeting is listed in the agenda.

There will be a public forum at 7.30 pm at which members of the public may ask questions or make short statements to the Council, and your attendance is also requested during this period.

This is a face -to-face meeting, the current regulations regarding social distancing will be observed and face masks must be worn. There will also be a track and trace register in place.

Signature *Carol Anderton*

Clerk to the Council

Date: 4th May 2021

AGENDA

1. To elect a Chairman for the 2021/22 administration period
2. To receive the Declaration of Acceptance of Office of Chairman
3. To elect a Vice Chairman for the 2021/22 administration period
4. To receive and accept apologies where valid reasons for absence have been submitted to the Parish Clerk prior to the meeting
5. To receive any declarations of interest in accordance with the requirements of the Localism Act
6. To appoint members to serve on outside bodies:
 - Leverton Leisure Centre
7. To review and adopt any outstanding policies.
 - Co-option policy
8. To review and approve the Leverton Parish Council insurance provision.
9. To review and update the asset register.
10. Minutes of the last meeting.
To receive and approve the notes of the Council meeting held on Monday 12th April 2021.
11. Finance.
To authorise signing of orders for payment
12. Date and time of the next Parish Council meeting – Monday 14th June 2021