

# 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 22 May 2023 at Leverton Church Hall, commencing at 7.00pm 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 7.00 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.**

Signature *Carol Anderton*

Clerk to the Council

Date: 15 May 2023

## AGENDA

1. To elect a Chairman for the 2023/24 administration period
2. To receive the Declaration of Acceptance of Office of Chairman
3. To receive and accept apologies where valid reasons for absence have been submitted to the Parish Clerk prior to the meeting.
4. To receive any declarations of interest in accordance with the requirements of the Localism Act
5. Minutes of the last meeting.  
To receive and approve the notes of the Council meeting held on Monday 17 April 2023.
6. Issues relating to the following:
  - Playing Field
  - Potholes
  - Environment of the Parish
7. Update on the refurbishment of the Church Hall
8. Finance.
  - a. To authorise signing of orders for payment
9. Matters for discussion only or to add to the next agenda.
10. Date and time of the next Parish Council meeting – Monday 19 June 2023