# **HOLTON PARISH COUNCIL**

**NOTICE OF MEETING**

**The Annual Meeting of the Parish Council**

**will be held on**

**Wednesday 30th May 2018 at 7.30pm**

**Holton and Blyford Village Hall**

Elaine Day, Clerk to Parish Council

[edayhpc@gmail.com](mailto:edayhpc@gmail.com)

**AGENDA**

1. Election of

* Chair.
* Vice Chair.

1. Chairman’s welcome and apologies for absence.
2. Declaration of interest.
3. Requests for dispensation to vote.
4. Issue and adoption of councillor Code of Practice.
5. Issue and adoption of Standing Orders.
6. Issue and adoption of Financial Regulations.
7. To appoint representatives to committees,

* Village Hall committee
* SALC representative.
* Lorry watch observes.

1. Appointment of Responsible Financial Officer.
2. Appointment of Internal Auditor.
3. PLANNING: (Any correspondence received post agenda and pre- meeting.)
4. RFO Report.
5. Date of next Annual Meeting Parish Council – May 2019