

# Orlestone Parish Council

Notice is hereby given of the Annual General Meeting of Orlestone Parish Council to be held on **Monday 11<sup>th</sup> May 2015** at 7.30pm in Hamstreet Sports Pavilion to conduct the business set out in the agenda below.

Sue Stiffell (Parish Clerk) Tel: 01233628481

*Prior the commencement of the AGM those who have put their names forward to be a Parish Councillor will complete a Declaration of Acceptance of Office & Disclosable Pecuniary Interest Forms provided by Ashford Borough Council*

## AGENDA

1. **Election of Chairman For The Ensuing Year**
2. **Election of Vice-Chairman For The Ensuing Year**
3. **To Receive and Approve the Inventory and Asset Register of Council Property**
4. **To Appoint Members (including Chairman & Vice-Chairman if appropriate) for Parish Council Committees & Terms of Reference:** Planning Committee; Firework Committee; Hamstreet Festival of Transport Committee.
5. **Appointment of Representatives onto Outside Bodies:** HDSL A
6. **Allocation of Councillors' Responsibilities:**  
Liaison with Ashford Borough Council and Other Authorities:  
Highways & Drainage:  
Communication (website)  
Twinning  
Public Liaison  
Johnsons Corner
7. **To Fix Date & Times of Parish Council Meetings for the Ensuing Year**
8. **Declarations of Interest**
9. **Apologies**
10. **Minutes of the Last Meetings including Notes From the Annual Assembly**
11. **Twinning Update**
12. **Festival of Transport Update**
13. **Correspondence Received**
14. **Planning: Applications Received/Update**
15. **Finance: Update; Authorisation of Cheques**
16. **Any Other Business**
17. **Date of Next Meeting:** Monday 1<sup>st</sup> June 2014 at 7.30pm in the Pavilion (to be agreed at meeting)