

Lilleshall Parish Council
Lilleshall Memorial Hall
Hillside, Lilleshall, Newport, Shropshire, TF10 9HE

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Email: lilleshallparishcouncil@gmail.com

To: All Councillors

12 May 2015

Dear Councillor,

Annual Council Meeting

By virtue of Clause 14 of the Borough of Telford & Wrekin (Reorganisation of Community Governance) Order No. 2 of 2015 you are summonsed to attend the first Annual Council Meeting of Lilleshall Parish Council which will commence **immediately after** the Annual Parish Meeting which is scheduled for 7pm on **Thursday 21st May 2015**, at the **Memorial Hall, Hillside, Lilleshall, Newport, Shropshire, TF10 9HE**.

To transact the following items of business:

AGENDA

15/5/1 Chair of the Council:

- a) To elect a Chairperson of the Council for 2015/2016.
- b) The Chair to sign the Declaration of Acceptance of Office.

15/5/2 Vice-Chair of the Council:

- a) To elect a Vice-Chairperson of the Council for 2015/2016.

15/5/3 Apologies

To accept the apologies of those unable to attend.

15/5/4 Declaration of Interest

To declare a personal or pecuniary interest in any item on the agenda.

15/5/5 Standing Orders and Financial Regulations

To receive and adopt the Standing Orders and Financial Regulations.

15/5/6 Council Policies

Councillors are requested to adopt the following policies for this Council:

- a. Complaints Procedure Policy;
- b. Freedom of Information Policy; and
- c. Data Protection Policy.

15/5/7 Appointment of Members to Standing Committees

To discuss delegating powers to standing committees required by the Parish Council, their terms of reference (the latter to be confirmed at the next meeting of the Parish Council), and the appointment of Councillors to those committees, the number of members and receipt of nominations to them, if applicable.

15/5/8 External Organisations

To appoint Councillors as representatives of the Parish Council to external organisations.

15/5/9 Signatories for Bank Accounts

To confirm and ratify the use of Lloyds Bank for the Parish Council's banking.

To discuss and confirm the appointment of signatories for the Parish Council bank account(s).

15/5/10 Annual Report

To receive the Annual Report for 2014/2015

15/5/11 Meetings 2015/2016

To confirm the proposed timetable for full Council meetings for 2015/2016.

15/5/12 Date of next meeting

To inform Councillors that, providing item 15/5/11 is approved, the next Council meeting will be held on Monday 1st June 2015 commencing at 7pm at the Memorial Hall, Lilleshall.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Jonathan Eatough', written in a cursive style.

Jonathan Eatough
Monitoring Officer
Borough of Telford & Wrekin

Could anyone wishing to attend who has a disability please inform the Clerk if any special requirements are needed.