

Mr Paul Moore JP MSc
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VAT Registration No 605 3222 83

03 May 2024

**YOU ARE HEREBY SUMMONED TO ATTEND THE ANNUAL MEETING OF
EASINGTON VILLAGE PARISH COUNCIL** to be held in Seaton Holme, Hall Walks,
Easington Village on **MONDAY 13th MAY 2024** at 1815 Hrs.

A handwritten signature in black ink, appearing to be 'P. Moore'.

Paul Moore
Clerk to the Council

AGENDA

- 1 TO ELECT A CHAIRPERSON**
- 2 TO RECEIVE THE CHAIRPERSON'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 3 TO ELECT A VICE-CHAIRPERSON**
- 4 TO RECEIVE THE VICE-CHAIRPERSON'S DECLARATION OF ACCEPTANCE OF OFFICE**
- 5 TO RECEIVE THE REPORT OF THE CHAIRMAN OF THE PARISH COUNCIL FOR THE CIVIC YEAR 2023/24**
- 6 TO APPOINT PERSONS TO PARISH COUNCIL COMMITTEES AND SUB-COMMITTEES**
 - a) Cemetery and Grounds Sub-Committee (5 Members)
 - b) Events Management Sub-Committee (3 Members)
 - c) Staffing Sub-Committee (5 Members)
 - d) Appeals Sub-Committee (4 Members)

e) Budget and Precept Sub-Committee (3 Members)

7 **TO REVIEW STANDING ORDERS 2024 - 25**

8 **TO REVIEW FINANCIAL REGULATIONS 2024 - 25**

9 **TO REVIEW THE CORPORATE RISK ASSESMENT 2024 - 25**

10 **TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES**

East Durham Area Action Partnership (EDAAP)
(2 Members plus the Clerk)

East Durham Association of Parish and Town Councils
(2 Members plus the Clerk)

County Durham Association of Local Councils (CDALC)
Small and Medium Council's Forum
(2 Member plus the Clerk)

11 **TO CONSIDER AND APPROVE THE PAYMENT OF ANNUAL SUBSCRIPTIONS**

County Durham Association of Local Councils (CDALC)

Society of Local Council Clerks (SLCC)

National Association of Local Councils (NALC)

North-East Regional Employers Organisation (NEREO)

Institute of Cemetery & Crematoria Management (ICCM)

12 **TO APPOINT CHEQUE/BANK SIGNATORIES**

13 **TO APPOINT KEYHOLDERS**

a) Seaton Holme

b) Cemetery

14 **TO AGREE MEETING DATES FOR 2024/25** (Enclosed)

Calendar of Council and Sub-Committee meeting dates for the year 2024/25

TO: All Members: Easington Village Parish Council