

TACOLNESTON PARISH COUNCIL

PARISH CLERK & RFO: Dan Wickham Tacolneston Recreation Centre,
West Way, Tacolneston, Norwich.NR16 1BZ
Email: tacolneston-pc-clerk@outlook.com

ANNUAL GENERAL MEETING of the PARISH COUNCIL followed by an Ordinary Meeting of the Parish Council

**To be held on Wednesday 19th May 2021 at 7pm
In the Village Hall, Tacolneston**

AGENDA

1. Apologies for Absence
2. To receive declarations of interest and requests for dispensations (previously notified to the Clerk) from members on any items to be discussed.

Business of the AGM: As Defined in the Standing Orders

3. To elect the Chairman
4. To receive the Chairman report
5. To receive the Chairman of the Council's Acceptance of Office Form
6. To elect Vice – Chairman
7. To receive the Vice- Chairman of the Council's Acceptance of Office Form
8. To confirm the Accuracy of the Minutes from previous AGM held on 21st of May 2019
9. Other matters for the AGM
 - a. To confirm the inventory of land and assets including buildings and office equipment
 - b. To confirm that adequate Insurance cover is in place for parish council assets and in respect of all insured risks.
 - c. To appoint a Council representative to the Recreation Centre Committee.
 - d. To agree to provide training as required for both the clerk and councillors for the coming year.
 - e. To determine the date, time and place of ordinary meetings of the full council up to and including the next Annual General Meeting of full council

Other business of the AGM

10. To appoint the Footpath Warden
11. To appoint the Tree Warden
12. To appoint the Internal Control Officer
13. To appoint trustees to the Knipe/Boileau Charity (2)
14. To appoint trustees to the Tacolneston Fuel Allotment Charity (4)

Signed : _____



Clerk and RFO

Date: 12th May 2021