



**Annual General Meeting Agenda
GAYTON PARISH COUNCIL
28 Oak Avenue, West Winch, Kings Lynn, Norfolk, PE33 0QJ**



Notice is hereby given that the Annual meeting of Gayton Parish Council will be held on Thursday 11 May 2023 at 7pm at Gayton Jubilee Village Hall King's Lynn, PE32 1PB. All members of the council are hereby summoned to attend for the purpose of transacting the following business.

Gayton Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation session. The law does not permit members of the public and press to take part in the debates. This meeting will be recorded for minuting purposes.

- 1. To Elect the chair – chair to sign declaration of acceptance of office**
- 2. To elect the vice-chair**
- 3. To consider apologies for absence**
- 4. To receive declarations of interest in items on the agenda and consider any requests for dispensation.**
- 5. To consider any declarations of acceptance of office that have not been received and decide whether to grant an extension or declare the seat vacant**
- 6. To approve and sign minutes of the Annual meeting held Thursday 12th May 2022**
- 7. To confirm eligibility and to consider adopting the General Power of Competence**
- 8. To consider the process for the co-option of councillors for the vacancies arising from the election process**
- 9. To appoint Parish Representatives onto the following groups**
 - a) Jubilee Hall representative
 - b) Parish Magazine liaison officer
 - c) Footpaths/tree warden
- 10. To approve the Annual Governance Statement 2022/23.**
- 11. To approve the Accounting Statements 2022/23.**
- 12. To agree the appointment of Councillors to Working Groups**
 - a) CIL July 2023 Working group
- 13. To consider bank signatories**
- 14. Open Forum for Public Participation: an opportunity to hear from members of the public on agenda items. 15 minutes maximum allowed with 3 minutes per speaker.**
- 15. Close of the Annual Parish Council meeting**