

# **STOURTON WITH GASPER PARISH COUNCIL** **NOTICE OF ANNUAL PARISH COUNCIL MEETING**

Parish Clerk – Mrs Fran Hill Email [clerk@stourton.org.uk](mailto:clerk@stourton.org.uk)

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Dear Councillors,

I hereby give notice that on Wednesday, 1 May 2024, immediately after the Annual Parish Meeting, the Annual Parish Council Meeting of Stourton with Gasper will take place at the Memorial Hall, Stourton. All members of the Council are summoned to attend for the purpose of considering and resolving upon the business set out hereunder.



Signed by Fran Hill, Clerk

Date: 24 April 2024

*Members of the public should be aware that the meeting may be recorded for the purposes of accuracy. The recording will be destroyed once the minutes are approved. Being present at this meeting will be deemed as the person having given consent to being recorded. (GDPR 2018)*

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

### **2. DECLARATIONS OF INTEREST**

- a. Members are asked to confirm Register of Interests on Wiltshire Council website are up-to-date.

### **3. ELECTION OF CHAIRMAN**

- a. To Elect Chairman and receive Chairman's Declaration of Acceptance of Office.

### **4. ELECTION OF VICE-CHAIRMAN**

- a. To Elect Vice-Chairman

### **5. MINUTES**

To approve as a correct record the minutes of the last Annual Parish Council Meeting held on 3 May 2023 (already circulated).

### **6. POLICY REVIEW**

Review and approve the Standing Orders adopted 2 December 2019 and updated 27 March 2024

Review and approve the Code of Conduct adopted on 1 July 2012 and reviewed 27 March 2024

Review and approve the Scheme of Delegation adopted on 31 August 2022 and reviewed 3 May 2023

Review and approve the Recording Policy adopted on 22 November 2023

### **7. CALENDAR OF MEETINGS 2024/25**

To agree the calendar of meeting for the coming year

- 28 August 2024
- 4 December 2024
- 5 March 2025
- 7 May 2025 (This will be confirmed once the date of the Council Elections is set)
  
- 7 May 2025 Annual Parish Council Meeting
  
- 7 May 2025 Annual Parish Meeting