

Tarporley Parish Council

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Dear Councillor,

4 May 2004

You are hereby summoned to the **Annual Meeting** of the **Tarporley Parish Council** to be held in the **Community Centre Meredith Room** on **Monday 10th May 2004** commencing at **6:30 pm**.

Yours faithfully

SIGNED

J C Macdonald

John Macdonald (Clerk to the Council)

AGENDA OF ANNUAL MEETING

1. The election of the Chairman
2. To receive apologies for absence.
3. The Chairman's annual Report.
4. The annual report on Affordable Housing; Cllr Wall
5. The annual report on the Community Centre; Cllr Craven
6. The annual report on Quality Status; Cllr Boynes
7. The annual report on Best Kept Village; Cllr Foden
8. The annual report on Police Liaison; Cllr Greenwood
9. The annual report on the Primary School; Cllr Topping
10. The annual report on Trees and Footpaths; Cllr Melluish
11. The annual report on the Cemetery; Cllr Foden
12. The annual report on Highways and Street Lighting; Cllr Spark
13. Clerks report on Finances
14. To appoint the Responsible Financial Officer (Clerk)
15. To appoint the Internal Auditor
16. To elect members to the Planning Committee
17. To elect members to the following Working Groups
 - a) Traffic and Highways
 - b) Quality Parish Council Status
 - c) Affordable Housing
 - d) Newsletter
 - e) Community Security
 - f) Best Kept Village
 - g) Cemetery
 - h) Budget and Finance
18. To review, and if necessary amend, the following Standing Orders:
 - a) Council Standing Orders
 - b) Financial Standing Orders
 - c) Planning Standing Orders

The Annual Meeting will be followed by the regular monthly Parish Council Meeting. Members of the public are welcome to attend both meetings. Members of the public have the opportunity to speak on any affairs affecting the Parish during the regular monthly meeting.