

Capel Parish Council Annual Parish Council Meeting

Louise Goldsmith – Clerk
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To All Parish Councillors.

ALL COUNCILLORS ARE HEREBY SUMMONED to the **ANNUAL PARISH COUNCIL MEETING** to be held at Capel Village Hall, Falmouth Place, Five Oak Green at **7pm on Monday 16 May 2022** when it is proposed to transact the business shown in the agenda below. The Meeting will be open to the press and public.

Louise Goldsmith

Clerk

Date of Issue: 10 May 2022

AGENDA

Minuted No	
	1. ADMINISTRATION Fire Exits, Fire Meeting Point, Mobile Phones, Sanitisation measures, intention to record or film the meeting.
879	2. ELECTION OF CHAIRMAN - on being elected, is to sign a Declaration of Acceptance of Office.
880	3. APOLOGIES FOR ABSENCE
881	4. DECLARATION OF INTEREST - To receive Declarations of Interest on Agenda items
882	5. MINUTES - To resolve that the Minutes of the Annual Parish Council Meeting held on 17 May 2021 be signed as a true and accurate record
883	6. APPOINTMENTS a. To elect a Vice Chairman of the council b. To consider and approve any changes to Council' s Committee/Working Party structure. c. To agree appointments of Members to Council's Committees/Working Parties and Other Appointments d. To agree the Chair of all Committees/Working Parties. a. <i>Planning Committee</i> b. <i>Finance and Resources Committee</i> c. <i>Flooding and Emergency Planning Committee</i> d. <i>Recreation Ground and Allotments Working Party</i> e. <i>Memorial Cottages and Housing Working Party</i> f. <i>Staff, Office & Administration Committee</i>
884	7. SELECTION OF REPRESENTATIVES TO OTHER BODIES a. <i>Emergency Planning</i> b. <i>Community Liaison Rep. Kent Association of Local Councils</i> c. <i>Parish Magazine Committee</i> d. <i>FOCC (Friends of Capel Church)</i> e. <i>Neighbourhood Plan Working Party</i> f. <i>Save Capel</i> g. <i>CCA</i> h. <i>Joint Transportation Board</i>

885	8. OPEN SESSION - To adjourn the meeting to enable any members of the public present to address the Council.
886	9. DATE OF THE NEXT MEETING – Full Council meeting Monday 23 May 2022 at 7.45pm