



*Here to enhance the quality of the Parishioners lives
whilst delivering an efficient and proactive service.*

Cassop cum Quarrington Parish Council

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12 May 2022

Dear Councillor

You are hereby summoned to attend the Annual Meeting of the Parish Council which is to be held on **Wednesday 18 May 2022** in Bowburn Community Centre at the conclusion of the Annual Meeting of Electors.

Yours faithfully

Gillian Kelly (Parish Clerk)

1. **Election of Chair and Receipt of Declarations of Acceptance of Office**
2. **Election of Vice-Chair**
3. **Members' Apologies**
4. **Appointment of Committees**
5. **Appointment of Parish Council Delegates to the AGM of CDALC**
6. **Review of Standing Orders and Financial Regulations**
7. **Annual Accounts and Balance Sheet** (if available)
8. **Completion of Internal Audit 2021/2022 and Final Accounts** (if completed)
9. **Notice and Advertising of External Audit 2021/2022**
10. **Dates for Future Meetings**
11. **Minutes**
Members are asked to agree the Minutes of the Monthly Meeting held on 20 April 2022 as a correct record.

12. **Details of New Planning Applications Received since the Previous Monthly Meeting**
13. **A New Artwork for Bowburn**
Members to receive an update on this matter.
14. **Clerk's Report**
15. **Local Youth Services**
Members to receive an update on this matter.
16. **Local Footpaths and Rights of Way**
Members to receive an update on this matter.
17. **Allotments, Garages and Cemetery**
Members to receive an update on this matter.
18. **County Councillors' Monthly Reports**
19. **Details of Correspondence Received (Surface Mail)** (see following page)
20. **Details of Accounts Expenditure/Income** (see following page)
21. **Date and Time of Next Meeting**

The next monthly meeting of the Parish Council will take place on Wednesday 15 June 2022 at 6.30pm.