**HAUGHTON PARISH COUNCIL**

**2 Ashmore Drive, Gnosall, Stafford, ST20 0RP Tel: 01785 824749**

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**You are hereby summoned to attend the Annual Meeting of**

**Haughton Parish Council on Tuesday 26th May 2015 at 7.30pm**

**to be held in St Giles Church**

**AGENDA**

To allow time before the meeting for all cllrs to sign the Declaration of Acceptance of Office

1. To elect a Chairman and receive signed Declaration of Acceptance of Office
2. To elect a Vice-Chairman and a Treasurer.
3. To receive apologies and record absences
4. To elect representatives to other bodies
5. To receive any Declarations of Interest in the following agenda
6. To receive and confirm the minutes of the meeting held on 27 April 2015
7. To consider planning matters, including planning decisions and notifications of appeals
8. To discuss matters of finance including
9. accounts for approval
10. to accept the financial statements for May 2015
11. to accept the 2014-15 Annual Return and the Statement of Governance prior to its submission to Grant Thornton, External Auditor

1. To receive the following reports:
2. Clerk’s report including correspondence and information pack for councillors
3. General Maintenance including Best Kept Village
4. Highway matters
5. Playing field including a request from a local football team to use the football pitch
6. From outside bodies: Village Hall, Allimore Green and Dale Commons, School Governor
7. To receive Chairman’s Announcements
8. To discuss the Parish Council’s newsletter
9. To request any future agenda items
10. To confirm the date of the next meeting

***To exclude any members of the public and press whilst confidential items are discussed***

1. To confirm the Clerk’s Contract of Employment including pension

**Jayne Cooper**

**Clerk Haughton Parish Council**

**Date: 19th May 2015**