

# **LAVENHAM PARISH COUNCIL**

## **Notice of Annual Meeting of Parish Council**

Dear Sir/Madam,

I hereby give you notice that the ANNUAL MEETING of the PARISH COUNCIL of the above-named Parish will be held at THE GUILDHALL, LAVENHAM on WEDNESDAY the 8th day of MAY 2019, at 7.30 o'clock in the evening.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Signed



Clerk

To:

### **BUSINESS TO BE TRANSACTED**

1. **To Elect a Chairman**
2. **To Elect a Vice-Chairman**
3. **Public Forum**
4. Declarations of Interest
5. To receive apologies for absence
6. Review of working groups
7. Finance – complete new Bank mandate  
Consideration of Financial Standing Orders
8. Resolution re service of agendas/minutes
9. Consideration/adoption of Model Standing Orders  
Review of policies
10. Programme of meetings
11. Any Other Business