

# Long Wittenham Parish Council

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## TO ALL MEMBERS OF THE PARISH COUNCIL

Dear Councillor,

You are summoned to attend the Annual Meeting of the Parish Council, which will take place on Thursday 16th May at 7:30pm in Long Wittenham Village Hall.

Martin Elliff - Clerk to the Council  
11th May 2024

## A G E N D A

1. Election of Chairman and Vice-Chairman
2. Apologies for absence
3. Public Question Time
4. To receive declarations of Personal and Prejudicial Interests
5. To approve the minutes of the meeting held on 18th May 2023
6. Matters Arising From Minutes
7. To approve the council's Core Documents:
  - Standing Orders*
  - Financial Regulations*
  - Code of Conduct*
  - Model Publication Scheme*
  - Risk Register*
  - Asset Register*
8. To approve the continued use of the General Power of Competence
9. To approve the membership and terms of reference of the HR Sub-Committee
10. To approve the council's Insurance provision

Date of next annual meeting: May 2025 (TBC)