

Clerk to Parish: Tracy Smith, 28 Burnardsfield Road, Colyton, Devon EX24 6PF
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I hereby give notice of an Annual General Meeting of Southleigh Parish Council and summon Members to attend on **Wednesday 19th May 2021 at 7.45 pm** in Southleigh Parish Hall.

Members of the public are most welcome to attend and to make representation, ask or answer questions and give evidence on the any item on the agenda before the commencement of the meeting. Each member of the public is entitled to speak once only. The maximum time permitted for public participation will be 5 minutes. Members of the public should contact the clerk.

AGENDA

The election of Chairman shall be the first item of business transacted at the Annual Parish Council meeting (Local Government Act 1972)

Cllr Reed as outgoing Chair will declare the meeting open and immediately resign his post. Cllr Selway, as Vice Chair will then take over as person presiding for the first agenda item 1.

In the event of an equality of votes in the election of Chairman the person presiding at the meeting has a casting vote in addition to any other vote he may have (Local Government Act 1972)

1. ELECTION OF CHAIRMAN

- i). To receive nominations for Chairman and to resolve to elect a Chairman for 2021/2022
- ii). The Chairman to sign their Declaration of Acceptance of Office.

2. ELECTION OF VICE CHAIRMAN

Cllr Selway to resign his post as 2020/2021 Vice Chairman. The Council shall elect the Southleigh Parish Vice Chairman for 2021/2022 (Local Government Act 1972)

3. APOLOGIES

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the Members present and that record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which are tendered to also be recorded. Under Section 85 (1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

4. Minutes

No Annual Parish meeting held last year, due to COVID.

Standing Orders were suspended

5. Chairman's report
6. Public Questions

Standing Orders were reconvened.

7. Next Annual Parish Meeting will be held sometime in May 2022
8. **Meeting Closed**

