

Keswick and Intwood Parish Council.

13th May 2013

To all members of the Council.

You are summoned to attend The Annual Parish Council meeting and ordinary Parish Council meeting of the Keswick and Intwood Parish Council at the Reading Room Keswick on Wednesday 22nd May at 19.00 hrs to transact the following business.

A handwritten signature in black ink, appearing to read 'P. Brooks', with a horizontal line drawn through the bottom of the signature.

*Phillip Brooks. Clerk to the Council.
e-mail address. keswick.intwood@btinternet.com
Telephone 01603 250639*

Annual General Parish Council Meeting.

AGENDA

1. To consider apologies for absence.
2. To elect a Chair of the Council.
3. To receive the Chairman's declaration of acceptance of office, or if not then received, to decide when it shall be received.
4. To elect a vice-Chair of the Council.
5. To appoint Councillors with special responsibilities.
6. To consider the payment of any subscriptions falling to be paid annually.

Parish Council Meeting

AGENDA

1. To consider apologies for absence.
2. To receive declaration of interests in items on the Agenda.
3. Public Participation:
 - Resolution to adjourn the meeting for public participation and any district councillor reports
4. To confirm minutes of the Parish Council Meetings on 21st November 2012 and 13th March 2013.
5. To report matters arising from minutes not on the Agenda: for information only.
6. Finance:
 - To approve the Parish Council's Return to the Audit Commission for the year ended 31st March 2012
 - To agree invoices for payment in accordance with the budget
 - To agree invoices due for payment.
7. Parish Issues: To receive any updates relating to:
 - Highways
 - Police
 - Reading Room.
8. Planning:
 - To receive summary report on applications and approval since the last Council meeting.
9. Correspondence received.
10. Items for the next meeting.

CORRESPONDENCE RECEIVED FOR DISCUSSION.

The following list is paper correspondence received to: 13th May April 2013.

None received to date.