

**FENNY COMPTON PARISH COUNCIL**  
**NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL**

Parish Councillors are hereby summoned to attend the Annual Meeting of Fenny Compton Parish Council to be held at The Village Hall, Fenny Compton, CV47 2XU on Monday 19<sup>th</sup> May 2025 at 7:45pm

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Clerk to the Parish Council      fcpc.clerk@gmail.com 07789 822180

**BUSINESS TO BE TRANSACTED**

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| 2025_AM_05_1.  | Election of Chairman and to receive their Declaration of Acceptance of Office  |
| 2025_AM_05_2.  | Acceptance of Apologies for Absence  |
| 2025_AM_05_3.  | Declaration of Interests   |
| 2025_AM_05_4.  | Dispensations  |
| 2025_AM_05_5.  | Election of Vice-Chairman  |
| 2025_AM_05_6.  | Acceptance of Minutes of Last Annual Parish Council Meeting  |
| 2025_AM_05_7.  | Review of delegation arrangements to sub-committees, employees and other local authorities   |
| 2025_AM_05_8.  | Review terms of reference for committees   |
| 2025_AM_05_9.  | Receipts of nominations to existing committees   |
| 2025_AM_05_10. | Appointment of any new committees, confirm terms of reference, numbers and receipt of nominations  |
| 2025_AM_05_11. | Review Standing Orders (including Co-Option Procedures), Financial Regulations and bank signatories  |
| 2025_AM_05_12. | Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities |
| 2025_AM_05_13. | Review of representation on or work with external bodies and arrangements for reporting back   |
| 2025_AM_05_14. | Review of inventory of land and assets including buildings and office equipment  |
| 2025_AM_05_15. | Review and confirmation of arrangements for insurance cover in respect of all insured risks  |
| 2025_AM_05_16. | Review of the Council's and/or employees' memberships of other bodies  |
| 2025_AM_05_17. | Establishing or reviewing the Council's complaints procedure   |
| 2025_AM_05_18. | Establishing or reviewing the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998         |
| 2025_AM_05_19. | Establishing or reviewing the Council's policy for dealing with the press/media  |
| 2025_AM_05_20. | To remind councillors to update their Notice of Registrable Interests  |
| 2025_AM_05_21. | Setting the dates, times and place of ordinary meetings of the full Council for the year ahead   |