

# **ENSTONE PARISH COUNCIL**

You are hereby summoned to attend the Annual Meeting of Enstone Parish Council to be held on  
**Thursday 18<sup>th</sup> May 2023 at 7.00 pm at Enstone Parish Hall**  
for the purpose of transacting the following business:-

**Clerk to the Council**

## **ORDER OF BUSINESS**

1. Apologies for Absence
2. *Declaration of Acceptance of Office of all members following uncontested election*
3. Election of Chair
4. *Chair's Declaration of Acceptance of Chair*
5. Election of Vice-Chair
6. *Vice-Chair's Declaration of Acceptance of Vice-Chair*
7. Register of Members' Interests & Return of Election Expenses – to be returned to WODC by 6<sup>th</sup> June
8. Parish Councillor vacancy
9. Appointment of **TWO** members to carry out quarterly independent checks of the Council's Financial Records  
Previous Council:-
  - All members checked these on a quarterly basis at the Parish Council Meeting
10. To Appoint a Planning Sub-Committee  
Previous Council  
All members of Council
11. To confirm Santander's bank signatories
  - Santander – On-Line Banking commenced March 2019
12. To Appoint a Committee to receive Notifications covering complaints about members  
Previous Composition  
Chairman, Vice-Chairman, one other member and Clerk
13. To appoint Councillors to check through the draft minutes
  - Currently Clls. Knott, Glendinning & Shaw
14. Review of Parish Council Meetings