

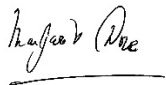
East Down Parish Council

You are summoned to the virtual
ANNUAL MEETING OF EAST DOWN PARISH COUNCIL
which will follow the Annual Parish Meeting

ON MONDAY 4th MAY 2021 AT EAST DOWN VILLAGE HALL

AGENDA

- 1. Apologies for absence from meeting**
- 2. Election of Chairman** (The Chairman will then sign the declaration of acceptance of office)
- 3. Election of Vice Chairman** (The Vice Chairman will then sign the declaration of acceptance of office)
- 4. To confirm the appointment of the Parish Clerk/Proper Officer**
(Present arrangement – The Clerk)
- 5. Formal Risk Assessment – covering financial and non-financial risks.**
(Present arrangement – report approved 21st May 2018)
- 6. Authorisation of signatures:**
 - (a) Lloyds Bank - East Down Parish Council Account**
 - (b) Lloyds Bank - P3 Account**
 - (b) Lloyds Bank - Rural Alliance Account**(Present arrangement – any two councillors to sign cheques, stubs and vouchers)
- 7. To nominate 3 Trustees to East Down Village Hall**
(Present arrangement – Cllr Mrs E. Kempf, Cllr Mr K. Phillips, Mrs A. Green)
- 8. To nominate 2 Voting Representatives to North Devon Rural Alliance**
- 9. Election of Trustee for Pine Charity**
(Present arrangement – Mrs M. Done)
- 10. Adoption of Standing Orders**



Signed: Margaret Done (Clerk to Parish Council)