



# Caston Parish Council

CHAIRMAN: MR. J. CHAPMAN    VICE CHAIRMAN: MR. P. HALL

**NOTICE IS HEREBY GIVEN OF  
THE ANNUAL MEETING OF THE PARISH OF CASTON  
MONDAY 13<sup>th</sup> MAY 2013  
CASTON VILLAGE HALL at 7.30pm**

## **AGENDA**

- 1 Apologies for absence
- 2 To approve the minutes of the meeting held on Monday 14th May 2012
- 3 Chairman's report from Mr. John Chapman
- 4 Police report from the Community Police Team
- 5 County/District councillor's report from Councillor Mr. John Rogers
- 6 Accounts:-  
Parish Council Accounts  
Highways Surveyors Land Account  
Fuel Allotment Account plus trustees  
Village Hall Account
- 7 Parish Website report
- 8 Homewatch Mr. Bearne to report
- 9 Caston Community Speed Watch Team Mr. Bearne to report
- 10 Open Forum for public participation
- 11 The next Annual Meeting of the Parish will be on Monday 12<sup>th</sup> May 2014

**PUBLIC & PRESS ARE INVITED & COUNCILLORS ARE SUMMOND TO THE  
ANNUAL MEETING OF CASTON PARISH COUNCIL  
MONDAY 13<sup>TH</sup> MAY 2013 in CASTON VILLAGE HALL at 8.00pm approx.**

The Chairman will retire on Monday 13<sup>th</sup> May 2013 and newly elected or uncontested Chairman shall come into office on Monday 13<sup>th</sup> May 2012 at 8.00pm approx.  
They will not be able to make decisions until they have signed a Declaration of Acceptance of Office.

- 1 The current Chairman to chair the meeting and ask for nominations for the position of 2013/2014 Chairman.
- 2 New Chairman to sign the Declaration of Acceptance of Office.
- 3 Election of the Vice-Chairman if needed, and to sign the Declaration of Acceptance of Office.  
The new Chairman and Vice-Chairman will be handed, the Undertaking to follow the Code of Conduct together with the Notice of Details of Financial and Other Interests. These are to be completed and returned to the Clerk at the next Parish Council meeting on 3rd June 2013 or before.  
The Parish Council Clerk will send the Declarations of Acceptance of Office together with the Notice of Financial and Other Interests for the new Chairman and Vice- Chairman to Breckland Council Standards Officer by 17<sup>th</sup> June 2013.

**The May Parish Council meeting will follow the installation of new councillors.**