

Caston Parish Council

CHAIRMAN: Mr Chris Cook

VICE CHAIRMAN: Mrs Kay Farmbrough

PUBLIC & PRESS ARE INVITED AND COUNCILLORS ARE SUMMONED TO

THE ANNUAL MEETING OF CASTON PARISH COUNCIL

MONDAY 15 MAY 2023

at CASTON VILLAGE HALL at 7.30 pm

AGENDA

The current Chairman and Vice Chairman will retire on Wednesday 15 May 2023 contemporaneously with the election of a Chairman and Vice Chairman both of whom will enter office upon execution of a Declaration of Acceptance of Office.

1. The current Chairman will chair the meeting and will ask each Councillor to elect, by way of a secret ballot paper, the 2022/2023 Chairman. The newly elected Chairman will sign a Declaration of Acceptance of Office.
3. Each Councillor will elect, by way of a secret ballot paper, the 2023/2024 Vice Chairman. The newly elected Vice Chairman will sign a Declaration of Acceptance of Office.
3. The newly elected 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 5 June 2023.
4. The newly elected Council members will be required to sign a Declaration of Acceptance of Office and 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 5 June 2023.
5. The Clerk will send the Declarations of Acceptance of Office, together with the Notice of Financial and Other Interests of the new Chairman and Vice Chairman to Breckland Council Standards Office by no later than 30 June 2023.

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

Jo Blackman
Parish Clerk

CLERK: Joanne Blackman, Daisy Barn, 42 Long Lane, Feltwell, Norfolk, IP26 4BJ

Tel: 01892 829821 Email: parish.clerk@castonparishcouncil.gov.uk www.castonparishcouncil.gov.uk