

# Caston Parish Council

CHAIRMAN: Mr Chris Cook    VICE CHAIRMAN: Mrs Mary Howell

**MINUTES OF THE ANNUAL MEETING OF CASTON PARISH COUNCIL  
MONDAY 13 MAY 2024  
AT CASTON VILLAGE HALL AT 7.30PM**

Councillor's present:-        Chris Cook, Mary Howell, Sarah Fletcher, Graham Moss, Simon Spanyol, Rob Trown

Also present:-                Two members of the public

1.        The Clerk asked for nominations for the 2024/25 Chairman. Cllr Chris Cook was proposed, all voted in favour. No other nominations were received. The newly elected Chairman will sign a Declaration of Acceptance of Office.
2.        The Chairman asked for nominations for the 2024/25 Vice Chairman. Cllr Mary Howell was proposed, all voted in favour. No other nominations were received. 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 3 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 3 June 2022.
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 2024.

CHAIRMAN.....

DATED: .....

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

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