

**Notice of an Open Annual General Meeting of  
Cheverell Magna Parish Council  
at 7.30pm. on Monday, 24<sup>th</sup> May 2021  
at The Pavilion, Witchcombe Close**

**(signed) Chris Hall, Acting Parish Clerk**

<b>Agenda item</b>	<b>Description</b>	<b>Proposer / Action</b>
1.	Councillors in attendance (following Election on 6 May 2021)	Information
2.	Public in attendance	Information
3.	Apologies for absence and Declarations of Interest: <ul style="list-style-type: none"> <li>• To receive, approve and record reasons for apologies for absence and consider Conflicts of Interests.</li> </ul>	(Clerk) To be received and recorded
4.	Election of Chair of the Parish Council	Councillors
5.	Election of Vice-Chair of the Parish Council	Councillors
6.	Minutes of previous meetings	Clerk
7.	Open Forum: <ul style="list-style-type: none"> <li>• All parishioners and other interested parties are welcome to attend the whole meeting and are invited to bring any issues to this part of the agenda.</li> </ul>	Discussion (Standing Orders 2, and 3(f to m), shall apply)
8.	Appointment of co-opted Councillors (3 vacancies)	Councillors
9.	Allocation of Councillors responsibilities <ul style="list-style-type: none"> <li>• Bank signatories</li> <li>• Personnel issues (Permanent Clerk)</li> </ul>	Councillors
10.	Urgent Governance and Financial issues	Clerk
11.	Parish Land replanting scheme - update	Cllr. Fox