**Foxholes & Butterwick Parish Council**

**AGM, Parish Meeting & Ordinary Meeting**

**Notice of Meeting**

Dear Sir / Madam. I hereby give you notice, that a meeting of the **Parish Council** will be held in the Foxholes Community Hall.

**On Monday 23rd May 2016 at 19:00 hours**

All members of the Parish Council, are hereby summoned to attend for the purpose of considering, and resolving, upon the business to be transacted at the meeting as set out here-under.

**Dated Monday 16th May 2016.**

Mrs A Adnitt\_\_- Clerk to the Parish Council

**To Cllr.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

Anyone who wishes to give apologies should contact the Clerk prior to the meeting.

**Business to be transacted.**

1. Apologies for Absence

2. To approve minutes of the AGM meeting held on the 11 May 2015

3. Election of Officers: Chairman, Vice Chairman, Clerk & Financial Responsible Officer

4. The Chairman to Close the formal meeting and open the meeting to the public, incorporating the Annual Parish Meeting.

An opportunity for Members of the Public to discuss Parish Matters and to present their questions and concerns to the Parish Council.

Chairman to close the open session and remind any Parishioners who wish to stay for the meeting that they will be unable to contribute to the meeting.

5. Minutes of last ordinary meeting held on 7 March 2016

6. Matters arising from the minutes.

7. Approve Annual Accounts

8. Planning Applications.

9. New Village Hall update

10. Finance: Accounts due for payment.

Payments received.

11. Correspondence since last meeting.

12. To exchange any information since the last meeting.

13. To agree date and time of the next meeting.