



# Old Windsor Parish Council

John Lee – Clerk to the Council

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**TO: ALL MEMBERS OF THE COUNCIL**

Cllrs C. R. Andrews, C. M. Beale, M. V. Beer, D. Boresjo, Miss W. Chan, R. F. Coomber,  
Mrs J. K. Dawson, Mrs J. Ellis, Mrs A. Horner, P. D. Jacques, Mrs L. C. Jones, Mrs J. Mynott and J. A. Tweedy

**DATE: 5<sup>th</sup> May 2017**

Dear Sir/Madam,

You are hereby summoned to attend the **ANNUAL MEETING** of **THE PARISH COUNCIL** to be held in **THE OLD CHAPEL MEETING ROOM, CHURCH ROAD, OLD WINDSOR**, on **WEDNESDAY 10<sup>th</sup> May 2017**, at **7.30P.M.**, when it is proposed to transact the business specified in the following Agenda.

Yours faithfully,

**JOHN LEE,**

**CLERK TO THE COUNCIL**

## **AGENDA**

- 1. Planning Applications, Payments List, Any other business**
- 2. Chairman's Report**
- 3. Clerks Report**
- 4. Lead Member for Finance Report**
- 5. Borough Councillors Report**



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DATE: 5<sup>th</sup> May 2017

Dear Sir/Madam,

You are hereby summoned to attend the **ANNUAL STATUTORY MEETING** of **THE PARISH COUNCIL** to be held in **THE OLD CHAPEL MEETING ROOM, CHURCH ROAD, OLD WINDSOR**, on **WEDNESDAY 10th MAY 2017**, at **8.30P.M.** (or earlier/later if necessary) when it is proposed to transact the business specified in the following Agenda.

Yours faithfully,

JOHN LEE,

CLERK TO THE COUNCIL

## AGENDA

1. Apologies and Announcements.
2. To elect a CHAIRMAN of the PARISH COUNCIL for the ensuing year
3. To receive the CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE
4. To elect a VICE CHAIRMAN of the PARISH COUNCIL for the ensuing year
5. To consider the TERMS OF REFERENCE, FREQUENCIES and TIMES OF MEETINGS OF THE COUNCIL
6. To approve the ANNUAL AUDIT
7. To appoint the LEAD MEMBER/DEPUTY LEAD MEMBER for POLICY AND FINANCE under the TERMS OF REFERENCE, FREQUENCIES and TIMES OF MEETINGS previously approved

8. To review the role of and resolve action in respect of the appointment of the Councils Independent Internal Auditor
9. To appoint representatives to other bodies, as required, at this time as set out below:-
- |  |        |                   |
|--|--------|-------------------|
| MEMORIAL HALL MANAGEMENT COMMITTEE               |        | 5 Representatives |
| OLD WINDSOR UNITED CHARITIES                     |        | 3 Representatives |
| LOCAL AUTHORITIES AIRCRAFT NOISE COUNCIL (LAANC) |        | 1 Representative  |
| WINDSOR & MAIDENHEAD DISTRICT ASSOCIATION        |        |                   |
| OF LOCAL COUNCILS                                | (DALC) | 2 Representatives |
| BERKSHIRE ASSOCIATION OF LOCAL COUNCILS          | (BALC) | 1 Representative  |
| MANOR LODGE LIAISON COMMITTEE                    |        | 2 Representatives |
10. To appoint the signatories for the ensuing year

**Subject to approval**

**THE NEXT MEETING OF THE COUNCIL WILL BE  
HELD ON WEDNESDAY 7<sup>th</sup> JUNE 2017**