

# **ENSTONE PARISH COUNCIL**

You are hereby summoned to attend the Annual Meeting of the Enstone Parish Council to be held  
on **Thursday 13<sup>th</sup> May 2021 via Zoom**  
for the purpose of transacting the following business.

Clerk to the Council

## **ORDER OF BUSINESS**

1. Apologies for Absence
2. Election of Chair
3. Chair's Declaration of Acceptance of Office
4. Election of Vice-Chair
5. Vice-Chair's Declaration of Acceptance of Office
6. Co-option of Parish Councillor
7. Appointment of **TWO** members to carry out quarterly independent checks of the Council's Financial Records  
Previous Council:-
  - Cllr. A. Lee
  - Cllr. T. Gilbert
  - (During the 2020 Covid Pandemic, this was carried out by the whole Parish Council)
8. To confirm the Appointment of **THREE** Trustees to the Enstone Relief in Need Charity Four Year Term of Office  
Current Trustees
  - Mr Richard Parker
  - Mrs Susanne Hamilton
  - Lisa Thompson
9. To Appoint a Representative to the Enstone School Board of Governors 4 Year Term of Office  
Currently  
District Councillor Andrew Beaney
10. To Appoint a Parish Transport Representative  
Current Representative  
None
11. To Appoint a Planning Sub-Committee  
Previous Council  
All members of Council

12. To confirm Santander and Barclays' bank signatories  
Previous Council
  - Santander – On-Line Banking commenced March 2019 – All members receive details of receipts and payments
  - Barclays – Parish Hall Account – signatories Clls. Knott & Glendinning
13. To Appoint a Committee to receive Notifications covering complaints about members  
Previous Composition  
Chairman, Vice-Chairman, one other member and Clerk
14. To appoint Councillors to check through the draft minutes
  - Currently Clls. Knott, Glendinning & Shaw
15. Member's allowances/expenses during period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021:-
  - Cllr. Knott
  - Cllr. Glendinning
16. To review Clerk's hours and rate of pay
  - *This was carried out in February 2021*
17. To review webmaster's honorarium
18. To review Standing Orders of the Parish Council
19. To update Register of Members' Interests