**HILTON PARISH COUNCIL**

Clerk David Green, 32 Field Close, Sturminster Newton, Dorset, DT10 1QW

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**I hereby give notice that the Annual Meeting of the Parish Council, the Annual Parish Meeting and a meeting of Hilton Parish Council will be held at 7.00pm in the Fox’s Den room at The Fox Inn, Lower Ansty, DT2 7PN on Tuesday 14th May 2024.**

All members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted at the Parish Council Meeting, as set out hereunder.

 **David Green**

 **Clerk to the Council, 20th April 2024**

**AGENDA – Annual Meeting of the Parish Council**

1. Election of Chairman
2. To receive the Chairman’s Acceptance of Office
3. Election of Vice Chairman
4. Councillors to sign Acceptance of Office Declaration
5. To consider Co-option vacancy
6. Appointment of Councillors to various positions of responsibility
7. To receive & Internal Audit report and approve Certificate of Exemption, Annual Governance Statement and Statement of Accounts for year-end 31st March 2024
8. Declaration in relation potential conflicts with external auditors BDO LLP

**AGENDA – Annual Parish Meeting**

1. A review of the year – Chairman
2. Objectives for the coming year – Chairman
3. Matters raised by the community

**AGENDA – Parish Council Meeting**

1. Welcome & apologies
2. Declarations of interest
3. Minutes of the Parish Council meeting held on 5th March 2024 for approval
4. Matters arising from the last PC meeting/ Chairman’s & Clerks update
5. Unitary Councillors report
6. Open forum
7. Planning applications, decisions & issues
8. Financial report:

**8.1** Financial report and bank reconciliation

**8.2** Retrospective payments to be authorised

1. Highways & Rights of Way reports
2. Fingerposts renovation – grant request
3. Correspondence
4. Items for next agenda
5. Next Parish Council meeting date: Tuesday 2nd July 2024 at 7pm, The Fox, Ansty