

**To Members of Rochford Parish Council**

**You are duly required to attend the next meeting of Rochford Parish Council to be held at 8.00 pm on Monday, 15 May 2023 at the Village Hall. This will be an Annual Meeting of the Council Followed by an ordinary business meeting.**

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**ANNUAL MEETING AGENDA**

- 1. Election of Chairman**
- 2. Apologies**
- 3. Declarations of Interest**
- 4. Appointment of Officers**
  - Vice Chairman
- 5. To receive the Chairman's declaration of office**
- 6. To receive the Vice Chairman's declaration of office**
- 7. To agree for any Councillor not present to sign a declaration of acceptance at a later date**
- 8. Community Officers Report**
- 9. Annual governance statement**
- 10. Adoption of Accounts**
- 11. District Councillor's Report**
- 12. Any other Business**

**To Members of Rochford Parish Council**

**You are duly summoned to attend the next meeting of Rochford Parish Council to be held at 8.00 pm on Monday, 20 May 2024 at the Village Hall. This will be an ordinary business meeting.**

*Members of the public are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman during Public Question Time. Members of public may not take part in the Parish Council Meeting.*

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**ORDINARY BUSINESS MEETING AGENDA**

- 1. Apologies**
- 2. Declarations of Interest – Members should declare any interest in items on the agenda here. Members are reminded that, unless they have been granted a dispensation, if they have disclosable pecuniary interest in any matter as defined by regulations made by the Secretary of State they may not participate in any discussion of or vote on the matter.**
- 3. Public Question Time to include County & District Councillor business**  
*(Time will be restricted to 5 minutes per person, or longer at the discretion of the Chairman)*
- 4. Minutes of Last Meeting**
- 5. Progress Reports for information**
- 6. Finance**
- 7. Footpath & Highways Reporting**
- 8. Insurance**
- 9. Planning**
- 10. Correspondence**
- 11. Councillors' reports and items for future agenda**
- 12. Date of next meeting**