



**PUBLIC NOTICE AND SUMMONS TO  
THE ANNUAL MEETING OF THE PARISH COUNCIL (AGM)  
7.30pm St Mary's Church –Woughton on the Green  
FOLLOWED BY A NORMAL FULL COUNCIL MEETING**

**All MEMBERS** of Old Woughton Parish Council are summoned to attend the Annual Parish Council Meeting to be held on Monday 9th May 2022 at 7:30pm, St Mary's Church, Woughton on the Green

**AGM AGENDA**

1. Motion to appoint Councillor to take minutes of the meeting in the absence of a Clerk
2. Election of Chair for the year 2022/23 - To elect and receive Declaration of Acceptance of Office (Councillor agreed item 1.)
3. Election of Vice Chair for the year 2022/23 - To elect and receive Declaration of Acceptance of Office.
4. Apologies - To receive, note and agree apologies for absence.
5. Declaration of Interest - Members to declare any disclosable pecuniary interests, or Personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.
5. Standing Orders - To approve any changes following the annual review
6. Financial Regulations – To approve any changes following the annual review
7. Review and Acceptance of Annual Policies as listed below:
  - a) Code of Conduct
  - b) Fixed Assets Register
  - c) Reserves Policy
  - d) OWPC Grants Policy
  - e) Risk Register



8 Appointment of Roles / Representatives/Liaisons for 2022/23:

	Clr Hall	Clr Long	Clr Major	Clr Nash	Clr Brown	Clr Grindley	Clr Kenyon	Clr Freeman Gwynn	Clerk
Chair	?								
V. Chair								?	
Responsible Financial Officer									Y
Data Protection Officer									Y
<b>External Representatives</b>									
Welfare Trust	Trustee	Trustee	Trustee			Trustee			
<b>Internal Representatives</b>									
Allotments			Trustee	Y	Y		Y		
Comms.	Y			Y				Y	
Dog & Litter Bins		Y							
Environment	Y	Y	Y	Y	Y	Y	Y	Y	Y
Finance	Y		Y				Y		
IT / Website				Y					
Noticeboards			Y						
Planning	Y				Y	Y		Y	
PROJECTS	Y	Y	Y	Y	Y	Y	Y	Y	
Quality Council							Y		
<b>Green Spaces</b>									
Playing fields						Y			
Rights of Way					Y				
V Greens	Y	Y	Y	Y	Y	Y	Y		
<b>Liaison Roles</b>									
Canal & River Trust		Y							
Milton Keynes Council								Y	
Parishes Forum			Y						
Parks Trust	Y							Y	
Transport						Y	Y		

Signed by: .....( Chair) Date: .....