



HIGHWOOD PARISH COUNCIL

27th May 2021.

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are summoned, to attend the forthcoming meeting of Highwood Parish Council, where the under-mentioned business is proposed to be transacted.

Karen Kuderovitch – Clerk to the Council

The Personnel Committee Meeting will be held on Wednesday 2nd June 2021 @ 6.45pm

Meeting will be held in Highwood Village Hall

THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT MODE & REMOTE MEETING POLICY ADHERED TO

AGENDA

A decision to be made **Expenditure decision**

1/21.	Election of a Chairman Councillors to vote.
2/21.	Declaration of Interests/Recording at Meetings All Members to be reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Chairman to members the opportunity to declare any interests and note them. Councillors/Members of the Public to declare their intention to record the Meeting.
3/21.	Apologies for Absence A vote to be taken to accept apologies and the reasons submitted.
4/21.	Election of a Members Councillors to vote.
5/21.	Public Forum The Chairman to allow a maximum of 15 Minutes for the Public to address the Council.
THE FOLLOWING ITEMS ARE CONFIDENTIAL AND A VOTE WILL BE TAKEN TO CLOSE THE MEETING TO THE PUBLIC	
6/21.	Clerks Resignation
7/21.	Review of Terms of Reference
8/21.	Review of Clerks hours

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