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Councillors are hereby summoned to attend THE ANNUAL PARISH COUNCIL MEETING to be held on Thursday 15th May 2023 at St Mary Magdalene Church, Latimer at 6.45pm.

**Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any other matter except at the commencement of the meeting given over specifically for that purpose.**

**AGENDA**

1. **Election of Chairman**
2. **Apologies for Absence**
3. **Acceptance of Office Declarations**
4. **Vote for Vice Chairman**
5. **Review Members Interests**
6. **Agree sub-committee groups**
   1. **Finance sub-committee**
   2. **Burial ground sub-committee**
   3. **CSW group**
7. **Agree signatories for online banking transactions and cheques**
8. **Asset register review**
9. **Review of financial risk assessment**
10. **Review financial risk management register**