

WALDRIDGE PARISH COUNCIL

1 Poplar Street
Waldridge Village
Co Durham
DH2 3SE

9 May 2019

To: The Chairman and members of the **WALDRIDGE PARISH COUNCIL**
(Councillors Bell, Cork, Corner, Davies, Foster, Harding, Howie, Martin, Sexton and Warren)

Dear Sir / Madam

You are hereby summoned to attend the **ANNUAL MEETING OF THE COUNCIL** of the **WALDRIDGE PARISH COUNCIL**, which will be held at 1 Poplar Street, Waldridge Village on **Tuesday 14 May 2019 at 6.15pm**

BUSINESS

1. To elect a Chairman for the ensuing year
To receive the Chairman's declaration of acceptance of office
2. To appoint a Vice-Chairman for the ensuing year.
3. To receive and accept apologies for absence
4. Chairpersons Annual Report (Verbal – for information only)
5. To appoint representatives on outside organisations:
 - Waldridge Fell Advisory Group
 - AAP – focus groups
 - AAP – board meetings
 - CDALC – smaller local council's forum
 - Chester-le-Street area meeting
6. To reconfirm working groups, and appoint representatives:
 - *Waldridge Parish in Bloom, Events, Millennium Green*
7. To accept financial report (attached)
8. To review / adopt standing orders / financial regulations / asset register (attached)
9. To review Council's procedures for freedom on information / data protection / complaints procedure / press & media
10. To confirm insurance cover is in place / to confirm and agree continuation of subscriptions for SLCC / CDALC and CPRE
11. To note the agreed schedule of Council meetings for 2019/20 (attached)
12. To approve and sign contracts for staff members: Clerk and Caretaker

Yours faithfully



Sarah Wilson
Clerk and Responsible Financial Officer