



You are summoned to attend the
ANNUAL PARISH COUNCIL MEETING
on Monday 15th May 2023
6.45pm at Trawden Forest Community Centre – following the Annual Parish
Meeting

Mrs A Waddington – Parish Clerk and RFO

1. To elect a Chairman of the Parish Council.
(Brief adjournment to receive the Chairman's Declaration of Office)
2. To elect a Vice-chair of the Council.
(Brief adjournment to receive the Vice Chairman's Declaration of Office)
3. To accept Apologies for Absence.
4. To record Declarations of Interest from members.
5. To briefly adjourn the meeting under the Public Bodies (Admission to Meetings) Act 1960 to receive any questions from members of the public present at the meeting.
Chairman to reconvene the meeting.
6. Appointment of the Representative to Attend Meetings of The Colne and District Committee meetings.
7. Appointment of Representatives of the Planning Committee. Attached Terms of Reference to be reviewed.
8. Appointment of Representatives to Trawden in Bloom Sub Committee. Attached Terms of Reference to be reviewed.
9. Appointment of Representatives to HR Committee.
10. Appointment of Representatives regarding the Transfer/Management of Ball Grove Park.
11. Appointment of Representative for School Governor.
12. Appointment of Representatives regarding the Recreation Ground acquisition.

13. Agreement or otherwise that the Trawden Forest Allotments Association will continue to do the day-to-day running of the Parish Council Allotments site.
14. To check bank signatories are up to date.
15. Following the May 2023 elections, where 9 Councillors were returned elected, and given that the Clerk is qualified in the Certificate in Local Council Administration (CiLCA), members are recommended to review and approve the General Power of Competence report as submitted.
16. Councillors to agree that the Clerk will advertise to co-opt another member to the Trawden ward of the Parish.
17. In accordance with the Accounts and Audit Regulations 2015, Councillors to consider and approve the attached presented Audit of Accounts. The Annual Governance and Account Return has already been approved by the Internal Auditor.