

## SWINESHEAD PARISH COUNCIL

### PARISH OFFICE

Swineshead Pre-School Centre  
North End  
Swineshead  
PE20 3LZ

EMAIL: swinesheadpc@gmail.com

WEBSITE: www.swineshead.parish.lincolnshire.gov.uk

**CHAIRMAN:** Councillor Roy Hilton


**CLERK:** Natalie Grant (TEMPORARY)

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Dear Councillor

You are hereby summoned to attend the Annual Parish Meeting, which will be held on Monday 24<sup>th</sup> May 2021 commencing at 7.00pm at Swineshead Parish Council Office, 1-2 Northend Swineshead. The business to be dealt with at the meeting is listed in the agenda below. If you are unable to attend please let the clerk know as soon as possible.

The Annual Parish Meeting will be immediately followed by the Annual Meeting of the Swineshead Parish Council. Your attendance is required at both meetings.

Signature:  (Temporary Clerk to the Swineshead Parish Council)

Date: 14/05/21

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**PLEASE NOTE THAT DUE TO CURRENT ADVICE REGARDING COVID-19 RESTRICTIONS, AND HAVING UNDERTAKEN AN EXTENSIVE RISK ASSESSMENT, IT HAS BEEN DECIDED THAT THE COUNCIL WILL MEET FACE-TO-FACE AT THEIR OFFICES, HOWEVER MEMBERS OF THE PUBLIC WHO WISH TO ATTEND THE MEETING WILL BE INVITED TO DO SO OVER ZOOM. IF YOU WOULD LIKE TO OBSERVE OR TAKE PART IN THE MEETING VIA ZOOM, PLEASE CONTACT THE CLERK AS SOON AS POSSIBLE TO RECEIVE THE RELEVANT INSTRUCTIONS.**

### AGENDA

1. Notes of the last meeting, held on 13<sup>th</sup> May 2019, to be approved as minutes.
2. Chairman's report
3. To receive and accept accounts from the following Swineshead charities and organisations:
  - Swineshead Life
  - John Butler Charity
  - Swineshead Poor Charity
  - Village Hall Committee
  - Harlock's Charity
  - Swineshead Enhancement Society
  - Swineshead Twinning Association
4. To review council representatives for charity and organisation committees and agree on council representatives of each committee for 2021/22
5. Public Forum, 15 minutes (at the discretion of the Chairman of Swineshead Parish Council). During this time, members of the public may ask questions or make short statements to the Council (for a maximum of 3 minutes per person, and a maximum of one item raised). Any further concerns should be put in writing to the Clerk before the meeting and will be dealt with under correspondence.

**THE MEETING WILL THEN PROCEED TO THE ANNUAL MEETING OF THE PARISH COUNCIL**